ADVERTISEMET

This Department is an equal opportunity affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the department through the filling of this post. Candidates whose transfer/promotion/appointment promotes representivity will receive preference.

VACANCY IN THE DEPARTMENT OF HEALTH

The contents of this Circular Minutes must be brought to the notice of all employees on the establishment of all Institutions. Institutions must ensure that all employees who meet the requirements of the post/s are made aware of the circular minute even if they are absent from the normal place of work.

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:

   a) Application for employment form (Z83), which is obtainable at the Human Resource Department OR from the website – www.kznhealth.gov.za
   b) Certified copies of ID, Matric, highest educational qualifications and professional registration with the SANC certificate – **not copies of certified copies**.
   c) Current registration with SANC
   d) Updated Curriculum Vitae.
   e) Certified copy of certificate of service.

2. The reference number must be indicated in the column provided on form Z83 e.g. HR 01/2018

3. Faxed documents will not be accepted.

**NB:** Failure to comply with the above instructions will result in disqualification of the application

4. Please note that due to the large number of applications envisaged to be received, application will not be acknowledged. If you are not contacted by us after 3 months after the closing date, please regard your application as being unsuccessful. Every shortlisted applicant will be advised of the outcome of their application in due course.

5. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including CIPC (Companies Intellectual Property Commission) screening.

6. Due to financial constraints, no S & T claims will be paid for attending interview.

7. The application should be sent to:

   HUMAN RESOURCE DEPARTMENT
   R.K. KHAN HOSPITAL
   PRIVATE BAG X004,
   CHATSWORTH, 4030

OR Hand deliver to Human Resource Department Ground Floor Room 35

Mrs. CNN Mtshwenzi
Chief Executive Officer

CHIEF EXECUTIVE OFFICER

Date: 18/11/19

Fighting Disease, Fighting Poverty, Giving Hope
POST : PROFESSIONAL NURSE [SPECIALITY STREAM]
INSTITUTION : R.K. KHAN HOSPITAL
DEPARTMENT : OPERATING THEATRE
REFERENCE : RKK/PN/11/2019
NO. OF POSTS : Six (6)

OTHER BENEFITS:
- 13th Cheque/ Service Bonus
- Medical Aid (Optional)
- Homeowners Allowance employee must meet prescribed requirements.
- Uniform allowance.

Grade 1: R 383 226.00 – R 444 276.00 per annum
- Senior Certificate/ Matric
- Degree / Diploma in General Nursing and Midwifery.
- Proof of Current Registration with SANC 2019
- A minimum of 4 years appropriate recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing [Certificate of Service must be attached].
- One [1] year post basic certificate in Operating Theatre Nursing Science.

Grade 2: R 471 333.00 – R 579 696.00 per annum
- Senior Certificate/ Matric
- A minimum of 14 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing of which at least 10 years must be appropriate/ recognizable experience after obtaining the post basic qualification in Operating Theatre Nursing Science
- Proof of Current Registration with SANC 2019
- One [1] year post basic certificate in Operating Theatre Nursing Science
- Proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of service or Persal record) must be attached

KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED
- Knowledge of work procedures and processes eg. Planning, organizing, nursing, HR matters, ability to formulate patient care related policies, knowledge of health act and Nursing act.
- Supervisory, team building, skills to practice in field of work.
- Sound interpersonal relationship; problem solving and communication skills.

KEY PERFORMANCE AREAS
- To execute Professional Nursing Duties and functions with proficiency in support of the aims and strategic objectives of the institution and to perform duties within the prescripts of all applicable legislation.
- To assist the Operational Manager in charge of the Theatre with the overall management and the necessary support for the effective functioning of the Theatre.
- Develop competencies in scrub, circulating, recovery room and set room duties.
- Ensure safe environment to achieve desired outcome of surgical interventions.
- Work collaboratively with Surgeons and Anaesthetists to meet patient needs during theatre procedures and ensure responsibility for patient care.
- Ensure safe environment for patients by assisting junior nursing staff members through teaching and supervising.
- Plan, provide and supervise nursing activities in the different allocated specialty.
- Ensure fiscal control of materials, supplies and equipment.
- Provision of efficient floor nurses duties.
- Manage / co-ordinate the smooth functioning of the instrument room.

PLEASE NOTE THAT NO RESETTLEMENT/RELOCATION COSTS WILL BE PAID

ENQUIRIES : MRS. C.Z.L SIMELANE [NURSING MANAGER]
031 459 6030
MRS. S. D PATHER [ASSIST. NURSING MANAGER]

CLOSING DATE : 08 NOVEMBER 2019