TO: ALL HEADS OF INSTITUTION AND DEPARTMENT

CIRCULAR FOR VACANCIES IN THE DEPARTMENT OF HEALTH

The content of this circular minute must be brought to the attention of all eligible personnel and employees in your establishment without delay. Head of Components must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:
   - Application for employment Z83 which is obtainable at any Government Department or from website www.kznhealth.gov.za. Z83 should be completed in full and signed.
   - Certified copies of highest educational qualifications, ID documents – not copies of certified copies.
   - Curriculum Vitae
   - Faxed or E-Mailed applications without prior authority will not be considered
2. The reference number of the post must be indicated in the column provided in the Z83, e.g. RVH/2020.
3. People with disabilities are encouraged to apply.

NB:
   a) Failure to comply with the above instructions will disqualify applicants.
   b) The appointment are subject to positive outcomes obtained from the state Security Agency (SSA)to the following checks (security clearance (vetting) criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the company Intellectual Property Commission(CIPC)
   c) Applications in possession of foreign qualification must attach an evaluation certificate from South African Qualification Authority (SAQA) to their applications. Non RSA Citizens/Permanent Residents /Work Permit holders must submit documentary proof together with their applications.
4. Please note that the target group in terms of the Employment Equity Target for this post is as follows:
5. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

This Department is an equal opportunity, affirmative action employer whose aim is to promote representativity in all occupational categories in the Department.

ALL APPLICATIONS SHOULD BE FORWARDED TO:
The Chief Executive Officer
Rietvlei District Hospital
Private Bag x501
Stafford’s Post
4686

Attention: AD: Human Resource Manager
ADVERTISEMENT OF POSTS

POST : CLINICAL MANAGER GRADE 1
INSTITUTION : RIETVLEI DISTRICT HOSPITAL
REFERENCE : RVH 08 /2020
No. OF POST : 01
SALARY : GRADE 01: R 1 173 900.00 – R1 302 849
OTHER BENEFITS : All inclusive salary packages (This inclusive package consist Of 70% basic salary and 30% flexible portion that can be Structured in terms of applicable rules).
Commuted overtime (subject to approval)
Plus 22% rural allowance

MINIMUM REQUIREMENTS

• Senior Certificate
• MBCHB degree
• Diploma in HIV medicine
• Certificate of registration with the HPCSA as a Medical Practitioner.
• Current registration with HPCSA as a Medical Practitioner OR
• 3 years’ experience after registration with the HPCSA as a Medical Practitioner and relevant experience in the management of HIV
• Qualified applicants will be liable for the performance of commuted overtime as per the roster.
• Proof of experience from previous and current employer endorsed and stamped by HR must be attached.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:

• Extensive medical, surgical knowledge and sound clinical skills
• Knowledge of health care system and medical ethics
• Knowledge of relevant acts, policies and regulations of the department of health
• Good team building and problem solver
• Excellent human, communication and leadership skills

KEY PERFORMANCE AREAS

• Provision of quality patient centered care for all patients
• Examine, investigate, diagnose and oversee the treatment of patients
• Provision of after-hours services to care for emergency cases
• Provide medicine related information to clinical staff as may be required
• Undertake on-going care individuals patients to allow for continuity of care
• Maintain accurate health records in accordance with legal ethical considerations
• Train and guide staff and health associated professionals
• Actively participate in morbidity and mortality reviews
• Attend and participate in continuous medical education
• Participate in quality improvement programmes
• Ensure that cost effective service delivery is maintained within the respective department

• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING
- Attend to administrative matters as required
- Perform commuted overtime

Enquiries: Dr NT DABATA-HLANEKI (039) 260 5000 Closing Date: 2020.04.17

Mrs NA Keswa___________________ Date__________________
CEO:
Original signed by CEO

NB: PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS NO S&T CLAIMS WILL BE PAID FOR ATTENDING INTERVIEWS.