



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

ST MARY'S DISTRICT HOSPITAL

Private Bag X16 Ashwood 3605

1 Hospital Road, Mariannhill 3610

Tel: 031 717 1127 Fax: 031 717 1039

HUMAN RESOURCE MANAGEMENT SERVICES

Enquiries: Mr L.K. Shoji

Telephone: 031-717 1054/2696

TO HEADS OF ALL DEPARTMENTS IN THE KZN PROVINCIAL ADMINISTRATION

VACANCY IN THE DEPARTMENT OF HEALTH: ST MARY'S MARIANNHILL HOSPITAL: ETHEKWINI

CIRCULAR MINUTE: SMMH 01/2024

The contents of this Circular Minute must be brought to the notice of all eligible 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 this circular minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES

The following documents must be submitted: -

- (a) Application for Employment form (Z83) i.e. the most recent form, obtainable at any Government Department or from website –www.kznhealth.gov.za. The Z83 form must be completed in full, failure to do so may result in disqualification.
 - (b) A detailed Curriculum Vitae (CV) and Certificate/s of Service from previous employer/s endorsed by Human Resources.
 - (c) Applicants are not required to submit copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only.
 - (d) Copies of educational qualifications, Identity/passport Documents and professional registration certificates need not be certified as only shortlisted candidates will be requested to supply certified copies.
 - (e) It is the applicant's responsibility to have a foreign qualification, which is the inherent requirement of the job, evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.
 - (f) Applications may be hand delivered, submitted via post and emailed to StMarysHospital.HRJobApplication@kznhealth.gov.za
2. The reference number and position for which you are applying (as stated in the advert) must be clearly indicated in the column provided on the form Z83.

NB. Failure to comply with the above instructions will disqualify applicants.

- a) Please note that due to a large number of applications received, applications will not be acknowledged. However, should you not receive any response after three (03) months from the closing date of this advert; consider your application as unsuccessful.
- b) People with disabilities should feel free to apply for the posts.



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

- c) The appointments 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,
- d) Verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).
- e) The Department reserves the right not to fill the post/s.

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

PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS NO S&T CLAIMS WILL BE PAID

Enquiries : Mrs FE Dlamini (Deputy Manager Nursing)
Telephone : 031 717 1000

Closing Date : 22nd March 2024

Application to be forwarded to:
Human Resources Department
St Mary's Mariannhill Hospital
Private Bag X16
Ashwood, 3605

OR Hand delivered to:
The Human Resource Manager
1 Hospital Road
Mariannhill
3610
Attention: Mr L.K. Shoji

Original Signed By CEO

8th March 2024

CHIEF EXECUTIVE OFFICER

Date



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

POST	:	PROFESSIONAL NURSE SPECIALITY ADVANCED MIDWIFERY (GRADE 1 OR 2)	
CENTRE	:	ST MARY'S DISTRICT HOSPITAL MARIANNHILL	
SECTION	:	LABOUR WARD	
NO OF POSTS	:	01	
REFERENCE NO	:	SMMH 01/NURS/2024	
SALARY	:	Grade 1	R431 265.00 – R497 193.00 per annum
		Grade 2	R528 696.00 – R645 720.00 per annum
BENEFITS	:	13 th Cheque Medical aid and housing allowance (optional and provided incumbent Meets the requirements)	

MINIMUM REQUIREMENTS FOR GRADE 1 POST:

- Grade 12 (senior certificate) or equivalent
- Degree / Diploma in General Nursing with Midwifery
- Minimum of 4 years recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing
- Post basic qualification with duration of at least 1 year accredited with the SANC in Advanced Midwifery and Neonatal Nursing Science
- Proof of current registration with SANC as a General Nurse with Midwifery (2024)
- Proof of current and previous experience endorsed by Human Resources

MINIMUM REQUIREMENTS FOR GRADE 2 POST:

- Grade 12 (senior certificate) or equivalent
- Degree / Diploma in General Nursing with Midwifery
- Minimum of 14 years recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing
- Post basic qualification with duration of at least 1 year accredited with the SANC in Advanced Midwifery and Neonatal Nursing Science
- At least 10 years of the period referred to above must be recognizable experience after obtaining the one year post basic qualification in the relevant speciality
- Proof of current registration with SANC as a Professional Nurse (2023)
- Proof of current and previous experience endorsed by Human Resources

KNOWLEDGE AND SKILLS

- Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks, such as Nursing Act, Health Act, Patients' Rights Charter, Batho-Pele Principles Public Service Regulations, Disciplinary Code and Procedures in the Public Service.
- Report writing, leadership, organization, decision making and problem solving abilities.
- Financial management skills and budgeting knowledge.
- Empathy and counseling skills and knowledge.
- Strong interpersonal, communication and presentation skills.
- Ability to make independent decisions.
- Ability to relieve in the service areas.
- Team building and supervisory skills.



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

- Ability to formulate patient care related policies.
- An understanding of the challenges facing the Public Health Sector.
- Ability to translate transformation objectives into practical plans.
- Ability to prioritise issues and other work related matters and to comply with timeframes.

KEY PERFORMANCE AREAS

- Provide holistic nursing care to patients in all clinic streams in a cost effective and efficient manner.
- Execute duties and functions with proficiency in support of the vision, mission, and strategic objectives of the institution and within the prescripts of all other legislation.
- Ensure the utilization of Maternal and Neonatal updated guidelines and protocols.
- Participate in the sub-district perinatal meetings ensuring compliance in MNCHW programmes including EMTCT.
- Take charge of the unit during the absence of the Operational Manager in charge and to manage the unit accordingly.
- Provision of nursing care that leads to improved service delivery.
- Perform standard procedures and solve problems communicating with patients and relatives.
- Maintain clinical competence by ensuring that the scientific principles of nursing care are maintained, and observing the principles of Infection Prevention and Control practices.
- Participate in the implementation of priority programmes and strategies to reduce morbidity and mortality rates, communicable and non-communicable diseases.
- Implementation of quality improvement plans.
- Ensuring accurate reliable statistics and reports are submitted timeously, including care of medical records.
- Protect and advocate rights of patients regarding health care.
- Maintain a professional and ethical practice as well as enabling environment for ethical practice.
- Communicate with the multi-disciplinary health care team and assist in decision-making pertaining to health care delivery.
- Utilize human, material and physical resources efficiently and effectively.
- Ensure staff ongoing education and training in ESMOE, MBFI, EMTCT, etc.
- Maintain client satisfaction through quality service innovation and professionalism.
- Conduct clinical audits and compile summary reports
- Ensure implementation of Mother Baby Friendly initiatives

Closing Date: 22nd March 2024

Enquires: Mrs FE Dlamini

Deputy Manager Nursing

Application to be forwarded to:

**Human Resources Department
St Mary's Mariannhill Hospital
Private Bag X16
Ashwood, 3605**

OR Hand delivered to:

**The Human Resource Manager
1 Hospital Road
Mariannhill
3610
Attention: Mr L.K. Shoji**

Original Signed by CEO

8th March 2024

CHIEF EXECUTIVE OFFICER

DATE