Applications are invited on the prescribed application form (Z83) for following posts:

1. **Post Advertised**: Professional Nurse Speciality (Orthopaedic Services)
   - **Reference Number**: ST 12/2020
   - **Centre**: Hospital
   - **Benefits**:
     - 13th Cheque
     - 8% Inhospitable Area Allowance
     - Housing Allowance (Employee must meet prescribed requirements)
     - Medical Aid (Optional)

2. **Salary Notch**: R 383,226.00 per annum (Grade 1)
   **MINIMUM REQUIREMENTS**:
   - Degree /Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with the SANC as a Professional Nurse PLUS
   - Registration with SANC as a Professional Nurse PLUS
   - Post basic Diploma Nursing Qualification in Relevant Speciality (Orthopaedics) with duration of One Year Accredited with SANC.
   - Proof of current registration (2020 receipt)
   - Proof of current/previous work experience endorsed and stamped by HR must be attached.
   - A minimum of four (4) years appropriate recognizable experience in Nursing after registration as a professional nurse.

3. **Salary Notch**: R 471,333.00 per annum (Grade 2)
   **MINIMUM REQUIREMENTS**:
   - A minimum of 14 years appropriate recognizable experience in Nursing after registration as a professional nurse with SANC in General Nursing
   - At least 10 years of the period referred to the above must be appropriate/recognisable experience in the specific speciality after obtaining the one year Post – Basic qualification in relevant speciality
KNOWLEDGE, SKILLS AND COMPETENCIES

- Knowledge of Nursing Care, Processes and Procedures, Nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service.
- Leadership, Organizational, Decision Making, Problem Solving and Interpersonal Skills within the limits of the Public Sector
- Personal Attitudes, Responsiveness, Professionalism, Supportive, Assertive and must be a Team player.

KEY PERFORMANCE AREAS

- Provide comprehensive, quality nursing care to patients/clients in a specialty unit in a cost effective, efficient manner.
- Assist in planning, organizing and monitoring of objectives of the specialized unit.
- Manage all resources within the unit effectively and efficiently to ensure optimum service delivery.
- Able to plan and organize own work and that of support personnel to ensure proper nursing care.
- Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patients needs, requirements and expectations (Batho pele).
- Work as part of the multidisciplinary team to ensure good nursing care
- Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required.
- Ensure compliance with all national, provincial and professional prescripts in order to render a safe patient service and improve client satisfaction.
- Participate in the analysis and formulation of nursing policies and procedures.
- Assist in EPMDS evaluation of staff within the unit and participate in monitoring the training need of staff.
- Provide direct and indirect supervision of all staff within the unit and give guidance.
- Order and monitor appropriate level of consumables.
- Ensure that equipment in the unit is adequate and is checked and in working order.
- Provide for safe, therapeutic and hygienic environment.
- Work effectively and amicably, at supervisory level, with persons of diverse intellectual, cultural, racial or religious differences.
- Monitor and evaluate the care and Management of all patients and ensure the maintenance of accurate and complete patients records.

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:-
   (a) Application for employment form (Z83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za
   (b) Certified copies of highest educational qualifications – not copies of certified copies
   (c) Curriculum Vitae
   (d) Certified Copy of Identity Document – not copies of certified copies

Enquiries: Mr S.W Dlamini (Assistant Manager Nursing) Tel No: 032-437 6183
2. Applications to be forwarded to:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Address</th>
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<tbody>
<tr>
<td>The Human Resource Manager</td>
<td>GJGM Hospital</td>
<td>Private Bag X10609, Stanger, 4450</td>
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<tr>
<td></td>
<td>Handdelivery: HR Department GJGM hospital corner of Paterson and King shaka</td>
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3. Kindly include the reference number as per the advertisement i.e. Post Name

4. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. If you do not hear from us within 2 months of the closing date, please accept that your application has been unsuccessful.

5. Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management

(N.B) KINDLY BE INFORMED THAT DUE TO THE SEVERE BUDGET CONSTRAINTS, THE DEPARTMENT IS EXPERIENCING, S&T WILL NOT BE PAID TO ANY CANDIDATE THAT IS ATTENDING THE INTERVIEW PROCESS.

6. 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, and citizenship), verification of educational Qualifications by SAQA, verification of previous experience from Employers and verification from Company Intellectual Property Commission (CIPC)

GJGM Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution.

People with disabilities should feel free to apply for this post.

6. The appointment is subject to positive outcome obtained from the NIA to the following checks (Security Clearance, Credit records, Qualification, Citizenship and Previous Experience Verification)

Closing date: 30 April 2020

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<tr>
<th>Name</th>
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<tr>
<td>HUMAN RESOURCE MANAGER</td>
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<td>CHIEF EXECUTIVE OFFICER</td>
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