



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

UMKHANYAKUDE DISTRICT OFFICE

Jozini Main Road, Behind KFC, Jozini. Private Bag X026, Jozini 3969
Tel.: 035 572 1327, Fax: 035 572 1245. Email: bhekinkosi.mpupa@kznhealth.gov.za
www.kznhealth.gov.za

HUMAN RESOURCE MANAGEMENT SERVICES

Reference : HRM 4/1
Enquiries : Mr. B.K. Mpupa
Date : 2024/03/12

TO: ALL HEADS OF DEPARTMENT IN THE KZN PROVINCIAL ADMINISTRATION

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE NO. UMKH 01/2024

The content of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay, including those in Regional /District offices. Institutions must notify all candidates who qualify for the post in this circular minute even if they are absent from their normal working places.

DIRECTIONS TO THE CANDIDATES

1. The following documents must be submitted: -
 - (a) The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Certified copies of highest educational qualifications – not copies of certified copies. Copy of a driver's license.
2. The reference number must be indicated in the column provided on the form Z.83 e.g. reference number UMKH 01/2024 **.NB:** Failure to comply with above instructions will disqualify applicants.
3. The appointment is subject to positive outcome obtained from the NIA to the following checks: (security checks, credit records, qualification, citizenship and previous experience verifications)
4. Please note that due to the large number of applications anticipated, applicants will not be acknowledged, however, they will be advised of the outcome of their applications, in due course.
5. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications.

We welcome applications from persons with disAbilities 

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

NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews

Umkhanyakudedistricthealth.jobapp@kznhealth.gov.za

CLOSING DATE FOR APPLICATIONS: 05 April 2023

Signed original available on request

**The Director: District Health Office
UMkhanyakude Health District cluster**

POST : NHI Doctors required for PHC Clinics (UMkhanyakude Health District: KZN)
 No of posts : 04
 Clinics : **Bethesda X1 – Mhlekezi Clinic; Ophansi Clinic; Mkuze Clinic**
 : **Mseleni X1 – Hluhluwe Clinic; Mduku Clinic; Ezimpondweni Clinic**
 : **Mosvold X1 – Kwambuzi Clinic; Ophondweni Clinic**
 : **Hlabisa X1 – Mpembeni Clinic; Inhlwathi Clinic**

NHI Doctors : 01/04/2024 – 31/03/2025 Financial Year Contract

Benefits : Payment on Persal, Payment is as MO Rural rates R639 per hour (DPSA rate)
 : Hours worked will be limited to 3 hours per session at clinic and kilometers travelled will be paid.
 : Travel claim capped at no more than 200 km return per day based on practice location and up to a maximum of 2.0 Litre engine capacity

Reference no : **UMKH 01/2024**

Center : Umkhanyakude Hospitals

Exclusion : Doctors working for the Department of Health will not be considered for NHI posts.

MINIMUM REQUIREMENTS:

- Grade 12 (Senior certificate) Standard 10
- MBCHB Medical Degree
- Registration with HPCSA as Medical Practitioner in Independent Practice category Plus
- Current registration with HPCSA and renewal for 2024/2025
- Valid Drivers License
- Dispensing License

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCE REQUIRED:

Sound knowledge, experience and clinical skills in General Medicine, but especially in the following fields:
 Primary Health Care

- Antenatal and Postnatal care
- Child Health and IMCI
- HIV&AIDS and TB management
- Experience in MMC
- Communicable and Non- Communicable Disease
- Emergency Care
- Good communication and leadership skills
- Knowledge and understanding of National Health Insurance, Batho Pele Principles and Sound Medical Ethics
- A passion for teaching, mentoring and coaching in the PHC field
- Fluency in the local languages
- A diploma in HIV/AIDS Care or Family Medicine will be an advantage

KEY PERFORMANCE AREAS:

- Work as a consulting Doctor in Primary Health Care Clinics in Umkhanyakude District
- Provision of good quality, patient centered and community orientated care for all patients, promoting and ensuring good continuity of care.
- Examine, investigate, diagnose and oversee the treatment of patients, including: Chronic ailment, TB, HIV, paediatrics, antenatal patients and mental health care users etc.
- Provide preventative health interventions and measures to promote health.
- Comply with all departmental protocols, policies, and standard treatment guidelines, essential medicines list (EML) for PHC, Adult Primary Care (APC) and code of conduct.
- Participate in Continuous Professional Development (CPD) and attend all trainings for PHC Doctors.
- Provide Medical support to PHC clinic staff
- Ensure that relevant patient data is collected on the provided tools as required by the Department

- Maintain accurate health records in accordance with Legal ethical consideration.
- Handle disability grant assessments
- Perform duties as delegated by supervisors
- Be prepared to drive to PHC clinics
- The incumbent will be accountable to the clinic Operational Manager and Medical Manager of the mother hospital and District Office.

Enquiries : Mr. B.K. Mpupa
 CONTACT : 035-572 1328/90 1380/90
 Closing Date : 05 April 2024

NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews.

Applications must be forwarded to : The Director: District Health office
 UMkhanyakude Health District Office
 P/ Bag x 026
 JOZINI
 3969
 Attention: Mr. B.K. Mpupa: Human Resource Manager.
Umkhanyakudedistricthealth.jobapp@kznhealth.gov.za