



## KWAZULU-NATAL PROVINCE

HEALTH  
REPUBLIC OF SOUTH AFRICA

### DIRECTORATE: HRMS

Postal Address: Private Bag x026 Jozini 3969

Directorate: Human Resource Management Services

Physical Address: Jozini Main Road Next Post Office

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[www.kznhealth.gov.za](http://www.kznhealth.gov.za)

Reference: HRM 4/1  
Enquiries : Mr. B.K Mpupa  
Date : 2023.08.23

#### **TO: ALL HEADS OF DEPARTMENT IN THE KZN PROVINCIAL ADMINISTRATION**

#### **VACANCIES IN THE DEPARTMENT OF HEALTH**

#### **CIRCULAR MINUTE NO. UMKH 20/2023**

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](http://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. Certified 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 7/2023. **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**

**CLOSING DATE FOR APPLICATIONS: 15 SEPTEMBER 2023**

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



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### ADVERTISEMENT OF NHI POSTS

- POST : NHI Doctors required for PHC Clinics UMkhanyakude Health District KZN  
No of post : 04  
NHI Doctors : 6 (six) months contract (1<sup>st</sup> October 2023 to 31<sup>st</sup> March 2024)
- 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 kilometres 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 20 /2023

Centre : UMkhanyakude Health District Office.

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

### MINIMUM REQUIREMENTS

- MBCHB Medical Degree
- Registration with the HPCSA as an Medical Practitioner in the category (Independent Practise) plus current registration certificate with the HPCSA
- Valid Driver's license (Code EB)

### KNOWLEDGE, SKILLS, TRAINING AND COMPETENCE REQUIRED

Sounds Knowledge, experience and clinical skills in General Medicine, but especially in the following fields

- Primary Health Care
  - Antenatal care
  - Child Health and IMCI
  - HIV Medicine
  - TB Medicine
  - Non- communicable Diseases
  - Emergency care
- Good communication and Leadership skills.
  - Knowledge and understanding of Batho Pele Principles.
  - Ability to work as part of the PHC Team.
  - Sound Medical ethics
  - A diploma in HIV Care of Family Medicine would be an advantage.

### KEY PERFORMANCE AREAS:

- Work as a consulting doctor in Primary Health Care Clinics in UMkhanyakude District
- Provision of good quality, patient-centred and community- orientated care for all patient, promoting and ensuring good continuity of care.
- Examine, investigate, diagnose and oversee the treatment of patients,including: Chronic ailments, TB, HIV,paediatrics, antenatal patients and mental health care users etc.
- Provide preventative health interventions and measures to promote health.



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- Comply with all departmental protocols, policy and standard treatment guidelines, Essential medicines List (EML) For PHC, Adult Primary Care (APC) and code of conduct.
- Participate in CPD (Continuous Professional Development) and attend all training 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 supervisor
- 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    035-572 1380/90

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

Application must be forwarded to: The Director: District Health office  
UMkhanyakude Health District Office  
P/ Bag x 026  
Jozini  
3969  
Attention: Mr. B.K Mpupa: AD: HRM

**Closing date: 15 September 2023.**