To: DISTRICT MANAGERS  
   HOSPITAL MANAGERS, COMMUNITY HEALTH MANAGERS  
   HEADS OF INSTITUTIONS  
   HEAD OFFICE MANAGERS

VACANCIES IN THE DEPARTMENT OF HEALTH

The contents of this Circular Minute must be brought to the notice of all eligible employees of the establishment of all Institutions. It must be ensured 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 CANDIDATE:-

The following documents must be submitted:-
(a.) Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website- www.kznhealth.co.za.
(b.) Curriculum Vitae, certified copies of Identity document, marriage certificate, driver’s license, highest educational qualification and professional registration certificates – not copies of certified copies.

The Post Reference Number must be indicated in the column provided on the Z.83. Reference number (UMZIN 06/2013).

Failure to comply with the above instructions will disqualify applicants.

Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome.

(This institution is an equal opportunity, affirmative action employer, whose aim is to promote representativity at all levels of different Occupational categories in the institution and People with disabilities are encouraged to apply for the post/s).

CLOSING DATE: 24 OCTOBER 2019

Mrs. GC Shabangu
DISTRICT DIRECTOR
UMZINYATHI HEALTH DISTRICT

DATE

NB: PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS, THERE WILL BE NO PAYMENT OF S & T CLAIMS.
RE-ADVERTISEMENT

POST : HEAD CLINICAL UNIT (Family Medicine)
LEVEL : Grade 1
CENTRE : UMZINYATHI HEALTH DISTRICT OFFICE
REFERENCE NO : UMZIN/07/2019
REMUNERATION : R1 728 807.00 per annum (TCE Package)

MINIMUM REQUIREMENTS FOR THE POST:
- Senior Certificate/ Grade 12
- An appropriate qualification in the Health Science field, i.e. MBChB and Master’s Degree in Family Medicine.
- Current registration with the HPCSA as an Independent Practitioner (Specialist) in Family Medicine.
- 3 years’ experience after registration with HPCSA as a Medical Specialist in Family Medicine.
- Valid driver’s license
- Proof of computer literacy (word, excel, powerpoint)
- Proof of work experience signed by HR office.

COMPETENCIES AND KNOWLEDGE:
- Own clinical discipline
- Relevant legislation, regulations and policies
- Quality assurance and improvement programmes
- Programme planning, implementation and evaluation
- Information management.
- Human resource and financial management
- Problem solving
- Leadership
- Communication
- Computer literacy.

KEY PERFORMANCE AREAS
- To ensure the provision and coordination of quality, regular and reliable medical services (including after hours) in the PHC clinics and Community Health Centers of Umzinyathi District.
- Supervise and support medical officers, sessional doctors, community service doctors and PHC nurse practitioners.
- Consult personally as a Family Physician in the PHC clinics and Community Health Center.
- Perform commuted overtime in the District hospitals and CHC within the District.
- Provide technical advice and support to District Director and District Management team.
- Formulate strategic plans in keeping with the needs of the District in terms of medical coverage.
- Ensure high-quality community-oriented clinical services within the District by monitoring the clinical standards and protocols in the health facilities.
- Conduct Quality Improvement and Audit Programs.
- Integrate and supervise private general practitioners into the work of the PCH clinics.
- Working in the multidisciplinary District Health management and Health Care team.
- Contribute to teaching, development and training programs in the District, especially IMCI and PHC etc.
- Ensure maintenance of optimal referral patterns, clinical protocols and medical processes within the District, based on epidemiological research, disease profiles and community needs.
- Take part in research projects that would contribute to improving the health status of the population.
- Develop and work alongside other members of the Department of Family Medicine in the Umzinyathi District and University of KZN.
- Ensure effective Clinical Governance meetings in the District.
- Maintain discipline and dal with labor-relations issues in terms of the laid down procedures and policies.

ENQUIRIES : Mrs. G.C Shabangu
TELEPHONE: (034) 2999 100

All applications should be forwarded to:
34 Wilson Street
Dundee
3000

ATTENTION : Mrs. ML Mbatha

• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING
CLOSING DATE : 24 OCTOBER 2019

• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING