

### **DIRECTORATE:**

Private Bag X 9371, Vryheid, 3100

**HUMAN RESOURCE MANAGEMENT SERVICES** 

Vryheid District Hospital, Coswald Brown Street, Vryheid, 3100

Tel: 034-9822111 Fax: 0866246876 Email:Simphiwe.Ntuli@kznhealth.gov.za

Ref: HRM 4/1/1 Enq: SP Ntuli Date: 2023.02.21

TO: HEADS OF ALL INSTITUTIONS

### VACANCIES IN THE DEPARTMENT OF HEALTH: VRYHEID DISTRICT HOSPITAL CIRCULAR MINUTE No. VRH 03/2024

The contents of this circular minute must be brought to the notice of all eligible employees on the establishment of all institutions without delay. It must be ensured that all employees who meet the requirements of the posts are made aware on this circular minute even if they are absent from their normal places of work

#### **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 <a href="www.kznhealth.gov.za">www.kznhealth.gov.za</a>). The Z83 must be completed in full (new Z83 form must be used) AND
  - (b) A comprehensive Curriculum Vitae (CV) with detailed experience
  - (c) Applicants are <u>NOT</u> required to submit copies of qualifications and other relevant documents on application but must submit Z83 form and a detailed curriculum vitae (CV)
  - (d) Faxed and e-mailed applications will **NOT** be accepted
- 2. The Reference Number and the position for which you are applying (as stated in the advert) must be clearly indicated in the columns provided on the Z83 form.
- 3. The appointments are subject to positive outcome obtained from the NIA to the following checks (Security clearance, credit records, qualifications, citizenship and previous experience verifications)
- 4. It is the applicant's responsibility to have a foreign qualification which is the inherent requirement of the job evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.
- 5. Applicants are respectfully informed that if no notification of appointment is received within 3 months after the closing date they must accept that their applications were unsuccessful. People will disabilities are encouraged to apply for the post.
- 6. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.
- 7. The department reserves the right not to fill the post

Failure to comply with the above instructions will disqualify your application

(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.)

**CLOSING DATE: 2023.03.28** 

Original Signed by Acting CEO

DR N XHAKAZA ACTING CHIEF EXECUTIVE OFFICER VRYHEID DISTRICT HOSPITAL



POST : CLINICAL NURSE PRACTITIONER GRADE 1 & 2 (PHC) X 2

**REFERENCE NO**: VRH 11/2024 HLOBANE CLINIC X1

VRH 12/2024 SILOAH CLINIC X1

**CENTRE**: VRYHEID DISTRICT HOSPITAL-PHC

**SALARY NOTCH**: GRADE 1: R431 265.00 - R 497 193 .00 PER ANNUM

GRADE 2: R528 696.00 - R645 720.00 PER ANNUM

OTHER BENEFITS: 12% Rural Allowance, 13th Cheque, Medical Aid (Optional), Housing Allowance

(Employee must meet prescribed requirements)

#### MINIMUM REQUIREMENTS

 An appropriate B degree/Diploma in General nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse.

- Post basic qualification with the duration of at least 1- year qualification in Curative Skills in Clinical Nursing Science, Health Assessment, Treatment and Care accredited with the SANC.
- Registration certificates with SANC as a General Nurse, Midwifery and Clinical Nursing Science.
- Current proof of registration with SANC for 2023.
- Proof of current/previous work experience endorsed and stamped by the employer(s).

#### **GRADE 1:**

 A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing.

#### **GRADE 2**:

- A minimum of 14 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing.
- At least 10 years of the period referred above must be appropriate / recognizable experience after obtaining the 1- year post-basic qualification in the relevant specialty.

### KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Knowledge of nursing care processes and procedure.
- Knowledge of Nursing Act, Health Act, Occupational Health and Safety Act.
- Display a concern for patients, promoting and advocating proper treatment.
- Sound understanding of legislations and related ethical nursing practices within a primary health care environment.
- Report writing skill

### **DUTIES OR KEY PERFORMANCE AREAS**

- Quality comprehensive Primary Health Care by providing promotive, preventive, curative and rehabilitative services for clients and community.
- 3 streams PHC services, MCWH/ Family planning/ STI'S/ Health Education health lifestyle Promotion.
- ART/ARV/NIMART/ Integrated HAST Program/ Male circumcision campaigns Tubercolosis Services.
- HIV Counselling and Testing.
- Antenatal care services/ PMTCT and post-natal care services.
- Centre for chronic medicine dispensing and distribution (CCMDD) and chronics (NCD).
- Perform a clinical nursing science in accordance with the scope of practice and nursing



standards as determined for a primary health care facility.

- Promote quality of nursing care as directed by the professional scope of practice and standards as determined for a primary health care facility.
- Demonstrate a basic understanding of nursing legislation and related legal and ethical nursing practices within a primary health care environment.
- Work effectively and amicably at a supervisory level, with person of divert intellectual, cultural race or religious differences.
- Able to manage own work, time and that of junior colleagues to ensure proper nursing service in a unit.
- Develop contacts, build and maintain a network of professional relations in order to enhance service delivery.

ENQUIRIES: Mrs Sibiya ATS (Assistant Manager Nursing-PHC) Tel (034) 9822111 EXT 5918

All applications should be forwarded to: Assistant Director: HRM Vryheid District Hospital Private Bag X 9371 VRYHEID 3100

OR be hand delivered at Human Resource Office no 9

**NB:** Applicants are encouraged to used courier service since we are experiencing challenges with post office



POST : PROFESSIONAL NURSE GENERAL WITH MIDWIFERY X1

REFERENCE NO : VRH 13/2024 KWAFUDUKA CLINIC X1 CENTRE : VRYHEID DISTRICT HOSPITAL-PHC

**SALARY NOTCH**: GRADE 1: 293 670.00 – 337 860.00 per annum

GRADE 2: 358 626.00 – 409 275.00 per annum GRADE 3: 431 265.00 – 543 969.00 per annum

**OTHER BENEFITS**: 12% Rural Allowance, 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet prescribed requirements)

### **MINIMUM REQUIREMENTS**

- Senior Certificate / Grade 12
- Professional Nurse (General) with Midwifery
- Diploma/Degree in nursing or equivalent that allows registration with South African Nursing Council as a Professional Nurse
- Current registration with SANC as professional nurse (2023)

### **GRADE 1**

No Experience

#### **GRADE 2**

 A minimum of 10 years appropriate / recognizable experience in nursing after registration as Professional nurse with SANC in general nursing

#### **GRADE 3**

 A minimum of 20 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC as a professional nurse

**NB:** Certificate of service from previous and current employer endorsed and stamped by HR must be attached

### KNOWLEDGE, SKILLS, TRAINING AND COMPETANCES

- Knowledge of nursing care processes and procedures
- Nursing Act.
- Problem Solving and decision making
- Report writing skills
- Health promotion and team building
- Good Communication skills: Public Speaking, Listening and summarizing
- Good interpersonal skills

### **KEY PERFORMANCE AREAS**

- Work as Multidisciplinary team to ensure good nursing care by the Nursing Team.
- Provision of optimal, holistic specialized nursing care with set standards and within a Professional/legal framework.
- Must be able to handle obstetric and pediatric emergencies and high risk conditions
- To execute duties and functions with proficiency within prescript of applicable legislation
- Provision of quality patient care through setting of standards, policies and procedures
- To participate in quality improvement programs and clinical audits
- Provide a safe, therapeutic environment as laid down by the Nursing Act



- Maintain accurate and complete records according to legal requirement
- Manage and supervise effective utilization of all resources e.g. Human, Financial, Materials etc.
- Implementation and management of infection control and prevention protocols
- Ensure the implementation of saving mothers, saving babies recommendation
- Provision of support to Nursing Services
- Maintain Professional growth/ethical standards and self-development
- Participate in the analysis, formulation and implementation of policies, practices and procedures.
- Ensure that a Healthy and Safety environment is maintained.
- Monitor and Control the quality of patient care.
- Perform quality improvement audits and survey monthly and report to senior Management.
- Monitor and evaluate delivery of quality care at the Hospital.
- Ensure implantation of national and provincial initiatives (Patients' Rights Charter, Batho Pele programmes etc.
- Monitor and evaluate compliance to the national and provincial quality programmes e.g. norms and standards for district hospital package of care
- Provide advice on various aspects of quality care to the institution

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