



## KWAZULU-NATAL PROVINCE

HEALTH  
REPUBLIC OF SOUTH AFRICA

### DIRECTORATE:

Human Resources Management

Physical Address : 1 Boston Road, Jacobs 4026

Postal Address: Private Bag X02 , Wentworth

Tel: (031) 460 5000 Fax: 031 4689654

Enquiries: Mr M.S. Mgoza

Date: 15/01/ 2024

### TO ALL HEADS OF DEPARTMENTS VACANCIES IN THE DEPARTMENT OF HEALTH

#### CIRCULAR MINUTES : WWH 01/2024

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

#### DIRECTIONS TO CANDIDATES:

1. The following documents must be submitted:
  - (a) Application for Employment Form (form Z83), which is obtainable at any Government Department or from the website – [www.kznhealth.gov.za](http://www.kznhealth.gov.za)
  - (b) Curriculum Vitae.
  - (c) **Certified copies of qualifications and other relevant documents will only be requested from shortlisted candidate**
  - (d) Z83 form must be completed in full in manner that allows a selection committee to assess the quality of a candidate based on the information provided on the form.
  - (e) Persons in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA)
2. The reference number must be indicated in the column provided on the Z83.

**NB:** Failure to comply with the above instructions will disqualify applicants.

3. This Department is an equal opportunity, affirmative action employer whose aim is to promote representivity in all categories in the department.
4. The appointment is subject to the positive outcome obtained from the NIA to the following checks: (security checks, Credit records, qualification, citizenship and previous experience verifications).
5. Please note that due to the large number of applications received, applications will not be acknowledged, however, please be informed that if no notification of appointment is made within three months of the closing date applicants should accept that their application was unsuccessful.
6. All employees in the Public Service that are presently on the same salary level but on a notch / package above the minimum as that of the advertised post are free to apply.
7. Please note that due to financial constraints S & T and resettlements, claims will not be considered for payment to candidates that are invited for the interview

**CLOSING DATE FOR APPLICATIONS IS: 24 JANUARY 2024**

Original copy signed by CEO

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**CHIEF EXECUTIVE OFFICER**



### **ADVERTISEMENT OF POST**

<b>Post</b>	<b>: CLINICAL MANAGER – MOTHER AND CHILD UNIT</b>
<b>No. of Posts</b>	<b>: 01</b>
<b>Hospital</b>	<b>: Wentworth Hospital</b>
<b>Reference No</b>	<b>: WWH/CM/01/2024</b>
<b>Salary</b>	<b>: R1 227 255.00 – R1 362 063.00</b>
<b>Other benefits</b>	<b>: This inclusive package consists of 70%basic Salary and 30%flexible Portion that can be structured in terms of applicable rule Commuted overtime (compulsory)</b>

#### **MINIMUM REQUIREMENTS:**

- MBCHB degree or equivalent qualification.
- Proof of current registration with the Health Professionals Council of South Africa (HPCSA) as a medical practitioner.
- At least five (5) years' experience as a medical practitioner.

#### **RECOMMENDATIONS;**

- Diploma in obstetrics / anaesthetics would be an added advantage.

#### **KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:**

- Knowledge of health legislation and policies at Public institutions.
- Excellent human, communication and leadership skills.
- Sound knowledge and clinical skills relating to obstetrics, gynaecological and paediatric conditions including anaesthesia.
- Ability to develop policies.
- Ability to manage common obstetrics, gynaecological and paediatric conditions including emergencies.
- Ability to perform caesarean section and provide general anaesthesia.
- Sound knowledge of Human Resource management, information management and quality assurance programme.
- Sound medical ethics and emphases on budget control, epidemiology and statistics.
- Sound teaching and supervisory skills.

#### **KEY PERFORMANCE AREAS**

- Holistic management of common obstetric and gynaecological conditions and procedures performed in a district hospital.
- Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients in the unit.
- Provide strategic planning and execution in line with the hospital vision.
- Manage the performance of allocated human resources in mother and child unit.
- Develop and co-ordinate the ongoing delivery of quality services in the unit.



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- Ensure that the environment complies with the Health and Safety Act. Staff adhere to the safety precautions in maintaining optimal service delivery and productivity.
- Maintain clinical, professional and ethical standards in mother and child unit.
- Co-ordinate and participate in all academic and clinical meetings.
- To ensure the provision and support of outreach PHC services for our feeder clinics.
- Drive the cost effective procurement process for the consumable and for medical equipment in the unit.
- Conduct the clinical governance activities in the unit.
- Performance of committed overtime is mandatory.

**ENQUIRES: DR M.R. MAYIZA  
ACTING MEDICAL MANAGER  
WENTWORTH HOSPITAL**

**CONTACT DETAILS      (031) 460 5002**

**Applications should be forwarded to: Mr M. S. Mgoza  
Human Resource Department  
Wentworth Hospital  
Private Bag x 02  
Jacobs  
4026**

**Alternatively, hand delivered to:      Human Resource Department  
Wentworth Hospital  
1 Boston Road  
Wentworth (drop off at the box by the  
Security gate)**