



KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

Zululand Health District

Postal Address: P/Bag X 81, Ulundi 3838

Physical Address: King Dinizulu Highway, Ulundi 3838

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Enquiries: Miss S.A Mthembu

Telephone: 0358740651

Date: 26 October 2023

TO ALL HEADS OF ALL INSTITUTIONS

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE NO.: ZUL/18/2023

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. Institution must notify all candidates who qualify for posts in 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 Government Departments OR from the website – www.kznhealth.gov.za
 - [b] Certified copies of highest educational qualifications – not copies of certified copies.
 - [c] Curriculum Vitae.
2. The reference number must be indicated in the column provided on the form Z83 e.g. **ZUL 01/2023**
3. Please note that due to the large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her application/s, in due course.
4. **Person with disabilities should feel free to apply for the post.**
5. **Please note that due to financial constraints, no S&T payment will be considered to candidates that will be invited to the interview**

[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 and people with disability are free to apply].

CLOSING DATE FOR APPLICATIONS: 24 November 2023

Original signed by District Director

District Director
Zululand Health District Office

POST : EMERGENCY CARE OFFICER GRADE 3

CENTRE : EMS ZULULAND HEALTH DISTRICT

NUMBER OF POSTS: 01

REFERENCE NO : Zul 09/2023

REMUNERATION : R 797 343.00

OTHER BENEFITS : 13th cheque,

Medical aid - Optional

Home Owner's Allowance: Employee to meet prescribed requirements

MINIMUM REQUIREMENTS FOR THE POST

- **Grade 12 Certificate with science subject**
- Intermediate Life Support Certificate (AEA)
- Current registration with the health Profession Council of South Africa (HPCSA) as an Ambulance Emergency Assistant.
- Proof of current registration with the HPCSA (Valid card will be accepted ,deposit slip will not be accepted)

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

The incumbent of these posts will report to the EMS Shift Leader :Emergency Medical Services ,and will be responsible to provide pre-hospital treatment within the scope of Intermediate Life Support and transport and transport patient to an appropriate health facility in order to minimize the loss of lives .The ideal candidate :must -:

- Possess knowledge of intermediate Life Support Protocols.
- Have understanding on EMS and its line of business.
- Possess knowledge of basic Medical Rescue .
- Possess knowledge of rules and Regulations of Road Traffic Ordinance.
- Possess good communication skills.
- Have the ability to implement emergency procedure.
- Have the ability to work under pressure.
- Be able to operate in any EMS environment i.e. Emergency Ambulance Obstetrics ambulance, inter-facility .Ambulance, communication centres, Rescue or Patient Transport Services as per the allocation or deployment by the management of EMS.
- Be flexible to be deployed to any shift as per the service delivery needs.
- Be available for disaster relief emergency deployments nationally and /or internationally.

KEY PERFORMANCE AREAS:-

- Treat, stabilize and transport patient according to the scope of practice the intermediate Life Support as per the HPCSA Protocols.
- Respond to all calls as dispatched by the Communication centre or requested by other medical professionals to assist with intermediate Life Support of treatment.
- Maintain best clinical practices in accordance with quality standards and maintaining Continuous Professional Development (CPO).
- Maintain vehicle and medical equipment check the allocated vehicle and complete the check list ,report all losses damages discrepancies ,deficiencies to the vehicle in a clean condition and good working order at all times.

- Change and replenish surgical sundries and medical –gases and ensure that all items are used before expiry date.

ENQUIRIES : Ms B,D Buthelezi TEL NO: 035 874 06000

**Applications should be forwarded to: The Human Resource Manager
Zululand Health District Office
Private Bag X 81
ULUNDI
383838**

OR Hand Delivered: Zululand Health District

L/A Building Ground Floor

Ulundi

POST : EMS SHIFTELEADER GRADE 3,4,5,6,

CENTRE : EMS ZULULAND HEALTH DISTRICT

NUMBER OF POSTS: 01

REFERENCE NO : Zul 10/2023

REMUNERATION : Grade 3- Notch R 303 486.00

Grade 4- Notch R 359 691.00

Grade 5- Notch R 434 649.00

Grade 6-Notch R 533 634.00

Other benefits

13th cheque,

Medical aid - Optional

Home Owner's Allowance: Employee to meet prescribed requirements

MINIMUM REQUIREMENTS FOR THE POST

- **Grade 3-:** Intermediate Life Support Certificate: Registration with HPCSA as an AEA
- 3 years' experience after registration as an AEA
- **Grade4-:** Emergency Care Technician Certificate; Registration with the HPCSA as an ECT.
- **Grade 5-:**CCA or National Diploma qualification: Registration with HPCSA as a Paramedic
- 3 years' experience after registration as a Paramedic
- **Grade 6-:**B Tech qualification :

- Registration with the HPCSA as an ECP .
- 3years experience after registration as an ECP .
- **Unendorsed drivers licence C1(code 10) with professional driving permit for goods and passengers (receipt of renewal not accepted)**

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- The incumbent of this post will report to the EMS Sub-District Manager
- Ensure that supervisory management is provided during the shift period
- Ensure adequate resources are allocated in order that community receives the required level of care in the provision of Emergency Medical Service within the service regulations and protocols.
- Possess leadership skills.
- Have financial management human relation and conflict management skills ,Be computer literate
- Possess knowledge of Health Related Acts ,Public Service Management principle EMS Standard Operating Procedure ,Labour Relations Act and HPCSA protocols.

KEY PERFORMANCE AREAS

- Provide an ongoing supervisory function in respect of all operational issues in terms of HPCSA policies by ensuring compliance and reporting thereon
- Implementation of Operation plans at shift level
- Manage all resources allocate to the shift in an efficient manner by ensuring control monitory use and reporting deviations and deficiencies.
- Facilities on-going administration and Human resource management supervisory functions.
- Responsible for Performance Management and Development System assessment.
- Respond to mass casualty and disaster scenes and provide advice and leadership in such situations.
- Manage complaint from internal and external sources
- Compile reports conduct investigations when required to do so
- Ensure compliance with service protocols and procedures

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