



Dr Pixley Ka Isaka Seme Memorial Hospital
Private Bag X 11, KwaMashu, 4360
Tel: 031 530 1472
Email: angel.mbatha@kznhealth.gov.za
www.kznhealth.gov.za

Office of the Deputy Director:
Human Resources Management Services

Reference : HRM 7/1/2
Enquiries : Ms. GC Buthelezi
Telephone : (031) 530 1403

**TO: DISTRICT MANAGERS
HOSPITAL MANAGERS, COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS**

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE No. DPKISMH 04/2024

The contents of this Circular Minute must be brought to the notice of all eligible employees on 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 CANDIDATES: -

1. The following documents must be submitted: -
 - (a) Application for Employment Form (**Form Z.83 New version**), which is obtainable at any Government Department **OR** from the website - www.kznhealth.gov.za.
 - (b) **Comprehensive** CV (with detailed experience, full details of qualifications and professional registration status, where applicable.)
 - (c) Applicants are not required to submit copies of qualification and other relevant supporting documents. **Only shortlisted** candidates will be required to submit certified copies of all educational qualifications and other relevant supporting documents.
2. The Reference Number must be indicated in the column provided on the form Z.83.
3. **Persons with disabilities should feel free to apply for the post.**

- NB:**
- (a) Failure to comply with the above instructions will disqualify applicants. E-mailed applications will ***in the Interim be accepted.***
 - (b) The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship, verification of Educational Qualifications by SAQA, verification

**Previous experience from Employers and verification from the
Company Intellectual Property Commission (CIPC).**

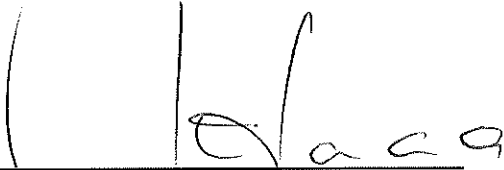
4. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

5. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications.
***The filling of these posts will be subject to approval of authority and availability of budget.**

Please note that due to financial constraints this institution will not reimburse candidates for S & T claims for attending interviews.

*** PLEASE NOTE: THE EMPLOYMENT EQUITY FOR THESE POSTS IS AN AFRICAN MALE.**
(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 FOR APPLICATIONS IS 14 JUNE 2024.



**DR HA HLELA
ACTING CHIEF EXECUTIVE OFFICER
DR PIXLEY KATSAKA SEME MEMORIAL HOSPITAL**

**24 May 2024
DATE**

DEPARTMENT OF HEALTH: KWAZULU-NATAL

(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.)

NOTE: Applications must be submitted on the new prescribed Application for Employment form (Z83) which must be originally signed and dated. Applications received on the incorrect Z83 form **will not be considered**. All required information on the Z83 form must be provided. **Detailed Curriculum Vitae** must accompany the application from Z83. The Reference Number must be indicated in the column (Part A) provided on the Z83 form. **NB: Failure to comply with the above instructions will disqualify applicants.** Persons with disabilities should feel free to apply for the post. **The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).**

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. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply

POST	:	HEAD CLINICAL UNIT (MEDICAL) - GRADE 1
COMPONENT	:	ADULT ICU & CRITICAL CARE SERVICES
NO OF POSTS	:	01
REFERENCE NO	:	DPKISMH 05/2024
CENTRE	:	DR PIXLEY KA ISAKA SEME MEMORIAL HOSPITAL
SALARY NOTCH	:	Grade 1: R 1 976 070.00 - R 2 097 327.00 per annum (All-inclusive salary packages consist of 70% basic salary and 30% flexible portion that can be structured in terms of applicable rules)
BENEFITS	:	Compulsory Commuted Overtime (Determined by service delivery demands)

MINIMUM REQUIREMENTS FOR THE POST:

- Senior Certificate/Grade 12 or equivalent
- Appropriate tertiary qualification in the Health Science (MBCHB), or equivalent PLUS
- Registration with Health Professions Council of South Africa (HPCSA) as a Medical Specialist PLUS
- Sub-specialist qualification in Critical Care and registration as sub-specialist with HPCSA PLUS
- A minimum of 5 years appropriate experience as Medical Sub-Specialist in Critical Care after registration with the HPCSA as a Medical Sub-Specialist PLUS
- Current registration with Health Professions Council of South Africa (HPCSA) as a Medical Sub-Specialist: Critical Care (2024/2025).
- All successful candidates will have to spend minimum of one year in service.
- Proof of work experience/history endorsed by Human Resource Department (Certificates of service).

EXPERIENCE:

Appropriate qualification plus registration with HPCSA as a Medical Sub-Specialist in Critical Care for minimum of 5 years.

RECOMMENDATION:

- Applicants with experience as a Medical Sub-Specialist in Critical care in at least a regional Public Health hospital attached to a university
- Applicants with experience in research and teaching
- Applicants who can commence duty immediately
- Unendorsed valid Code B driver's licence (Code 08).

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:

- Visionary, leader and strategy planner.
- Knowledge of appropriate sub-specialist procedures and protocols within field of expertise.
- Assessment, diagnosis and management of patients within the field of expertise.
- Integration and collaboration within a multidisciplinary team.
- Understanding of basic HR matters including Labour Relations.
- Control of budget, monitoring expenditure and project management.
- Equipment and consumables procurement and knowledge of supply chain processes.
- Managerial and financial management skills to understand and navigate health facility systems
- Computer skills and Driver's license.
- Effective and appropriate communication with relevant interpersonal skills
- Problem solving , conflict management and awareness of cross-cultural differences
- Stress tolerance, innovation and self-drive.

KEY PERFORMANCE AREAS:

- Execute duties and functions with proficiency, to support the aims and objectives of the institution that are consistent with standards of patient care and to perform duties / functions that fall within the reasonable prescripts of acceptable legislation
- Co-ordinate sub-specialist and specialist services for the discipline
- Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients
- Conduct in-patient care and provide expert opinion where required
- Participate in the provision of a 24-hour service
- Mandatory participation in HCU minimum of 12 hours per week commuted overtime
- Provide vision, strategic direction and inspire employees to deliver excellent, quality health services
- Develop and strengthen clinical governance
- Provide out-reach and in-reach services as per demand
- Advise and assist in the co-ordination of critical care services in the region including services at referral district facilities
- Develop and manage an interlinked two-way referral pathway within the district and province
- Manage the performance of allocated human resources
- Develop and co-ordinate the on-going delivery of under- and post-graduate teaching and training in specialized fields
- Participate in postgraduate and other relevant academic and training programmes
- Ensure that the environment complies with Health and Safety Act and that staff adheres to safety precautions
- Encourage and motivate staff to attain optimal productivity
- Formulate and manage protocols in accordance with departmental policies that will have a positive impact on staff/service and ensure that staff are aware of these
- Compile medium- and long-term expenditure framework to implement fiscal measures on an ongoing basis
- Provide measures and guidance on quality assurance and improvement
- Manage a cost centre effectively and efficiently
- Minimize complaints or litigation through staff and patient involvement

Enquiries: Dr HA Hlela - Senior Medical Manager

Contact No. 031 530 1471

POST : **MEDICAL SPECIALIST GRADE 1, 2 OR 3**

NO OF POSTS : **01**

REFERENCE NO : **DPKISMH 06/2024**

COMPONENT : **ADULT ICU & HIGH CARE SERVICES**

CENTRE : **DR PIXLEY KA ISAKA SEME MEMORIAL HOSPITAL**

SALARY NOTCH : **Grade 1: R 1 271 901.00 - R 1 348 635.00 per annum**
Grade 2: R 1 451 214.00 - R 1 538 967.00 per annum
Grade 3: R 1 680 780.00 - R 2 097 327.00 per annum
 (All-inclusive salary packages consist of 70% basic salary and 30% flexible portion that can be structured in terms of applicable rules)

OTHER BENEFITS : **Compulsory Commuted Overtime (Determined by service delivery demands) & Medical Aid (Optional)**

EXPERIENCE :

Grade 1 : **Appropriate qualification plus registration with HPCSA as a Medical Specialist. No experience required.**

Grade 2 : **Appropriate qualification plus five (05) years' experience after registration with HPCSA as a Medical Specialist.**

Grade 3 : **Appropriate qualification plus ten (10) years' experience after registration with HPCSA as a Medical Specialist.**

MINIMUM REQUIREMENTS FOR THE POST:

- Senior Certificate /Grade 12 or equivalent
- An appropriate tertiary qualification (MBChB) or equivalent PLUS
- Appropriate medical specialist registration with Health Professionals Council of South Africa (HPCSA) in a speciality with some previous experience in / exposure to critical care PLUS
- Current registration with HPCSA (2024/2025) as a Medical Specialist PLUS
- Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates.
- All successful candidate will have to spend minimum of one year in service.

RECOMMENDATIONS:

- Applicants with experience in as a medical specialist in a regional hospital attached to a university
- Applicants with experience in research and teaching
- Applicants who can commence duties immediately
- Unendorsed valid Code B driver's licence (Code 08)

KNOWLEDGE, SKILLS AND COMPETENCES REQUIRED:

- Clinical knowledge, skills and previous experience in adult critical care.
- Maintain clinical, professional and ethical standards
- Good communication, leadership, decision-making and ability to work in a multi-disciplinary team
- Ability to teach medical and nursing staff and participate in academic programme in the unit.

KEY PERFORMANCE AREAS:

- Provide a full package of specialist services including clinical, managerial, administrative, and academic in the department of Critical Care
- Mandatory participation in Group 3 commuted overtime
- Assist the HCU with all aspects of clinical governance
- Develop and participate in the outreach programme of the directorate of critical care.
- Actively undertake clinical teaching of undergraduate and postgraduate students and other medical and nursing staff.
- Co-ordinate and participate in academic programs within the directorate of Critical Care and within the hospital.
- Engage and collaborate in academic research culminating in the publication of papers.

Enquiries: Dr HA Hlela - Senior Medical Manager Contact No. 031 530 1471

POST	:	MEDICAL OFFICER GRADE1, 2 OR 3
NO. OF POSTS	:	01
REFERENCE NO.	:	DPKISMH 07/2024
COMPONENT	:	ADULT ICU & HIGH CARE SERVICES
CENTRE	:	DR PIXLEY KA ISAKA SEME MEMORIAL HOSPITAL
SALARY NOTCH	:	Grade 1: R 949 146.00 - R 1 021 911.00 per annum Grade 2: R 1 082 988.00 - R 1 182 183.00 per annum Grade 3: R 1 253 415.00 - R 1 561 734.00 per annum (All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules).
OTHER BENEFITS	:	Compulsory Commuted Overtime (Determined by service delivery demands) & Medical Aid (Optional)
EXPERIENCE	:	
Grade 1	:	Appropriate qualification plus registration with HPCSA as a Medical Practitioner. No experience required.
Grade 2	:	Appropriate qualification plus five (05) years' experience after registration with HPCSA as a Medical Practitioner.
Grade 3	:	Appropriate qualification plus ten (10) years' experience after registration with HPCSA as a Medical Practitioner.

MINIMUM REQUIREMENTS FOR THE POST:

- Senior Certificate /Grade 12 or equivalent
- An appropriate tertiary qualification (MBChB) Plus
- Completion of Community Service.
- Registration certificate with HPCSA as a Medical Practitioner.
- Current registration with HPCSA as a Medical Practitioner (2024/2025).
- Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates.
- A successful candidate will have to spend minimum of one year in service.

RECOMMENDATION:

- Unendorsed valid code B divers' license (Code 08).
- Applicants with experience working in an intensive care unit
- Applicants who have completed registrar training in a clinical discipline
- Applicants who can commence duty immediately

KNOWLEDGE, SKILLS, COMPETENCIES REQUIRED:

- Sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills.
- Ability to work in multi-disciplinary team setting.
- Have knowledge and skills in Critical care.
- Ability to work and maintain meaningful relationships with a diverse community.
- Ability to make a positive contribution in a busy department.
- Resilience and ability to cope with change.

KEY PERFORMANCE AREAS:

- Provision of critical care services as determined by the Head of Critical Care at Dr Pixley Ka Isaka Seme Memorial Hospital.
- Clinical duties as per hospital / departmental requirements, including commuted overtime in Critical Care Department
- Mandatory participation in Group 3 commuted overtime.
- Participate in the delivery of Critical Care services in Durban.
- Provide initial resuscitative and peri-operative care of patients while maintaining the scientific principles of critical care.

- Maintain and continuously improve professional and ethical standards
- Ensure sound labour relations in compliance with the relevant legislation while maintaining the interest of the patients.
- To provide quality care by participating in clinical audit programmes, quality assurance, quality improvement projects, morbidity, and mortality reviews when requested.
- To assist in outreach programmes.
- To provide training for nurses, junior staff, interns and medical students.

Enquiries: Dr HA Hlela - Senior Medical Manager Contact No. 031 530 1471

POST : ASSISTANT MANAGER NURSING (GENERAL)

COMPONENT : INTERNAL MEDICINE, DIAGNOSTIC IMAGING, PSYCHIATRY & TRIAGE SERVICES

NO. OF POSTS : 01

CENTRE : DR PIXLEY KA ISAKA SEME MEMORIAL HOSPITAL

REFERENCE : DPKISMH08/2024

SALARY NOTCH : Grade 1: R 656 964.00 - R 771 309.00 per annum

OTHER BENEFITS : 13th Cheque/Services bonus, medical aid: optional, home owners allowance subject to meeting prescribed requirements.

MINIMUM REQUIREMENTS FOR THE POST:

- Senior or equivalent certificate (Grade 12)
- Degree/Diploma in General Nursing Science, Midwifery and Psychiatry
- A minimum of 8 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
- At least 3 years of the period referred to above must be appropriate/recognisable experience at management level.
- Current South African Nursing Council (SANC) receipt – license to practice (2024)
- Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates.
- A successful candidate will have to spend minimum of one year in service.

KNOWLEDGE, SKILLS, COMPETENCIES REQUIRED:

Knowledge and experience of Public Service Policies, Acts and Regulations. Sound management, negotiation, inter-personal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of nursing component in regional hospital. Sound Knowledge of policies and programs within the specialty. Knowledge of human resource management policies and practices, including recruitment, condition of service, performance management, training and development and labour relations including disciplinary, grievance and abscondment processes /procedures. Computer literacy and hospital information management.

KEY PERFORMANCE AREAS:

- The responsibility of the manager will be to supervise the following departments: MOPD & TB clinic, acute medical unit, radiology, sorting station, patient in transit, infectious disease ward, female & male medical wards
- Implementation of Systems In Provision of effective and professional leadership In ensuring clinical Accountability And Quality Patient Care
- Ensure the provision of highest possible nursing care through adequate supervision, guidance and support.

- Ensure that there is efficient and effective utilization of allocated budget in the Nursing Service area.
- Ensure that nursing staff is equitable allocated to units as per needs of each department.
- Participate in analysis, formulation and implementation of standards operation procedures within the specialty area.
- Monitor and ensure that the nursing care is highest possible quality.
- Ensure that the performance of nursing staff is monitored through PMDS system.
- Ensure that nursing staff comply with all the relevant Acts/prescripts applicable within the nursing and healthcare environment.
- Will relieve the office of the Deputy Manager Nurse when required.
- Ensure that the units comply with Ideal Hospital Realisation Framework and Office of Health Standard Compliance office.
- Continuous quality improvement programs / projects as determined by the needs of the department.
- Ensure that quality is monitoring in various programs e.g. IPC, .resuscitation, Health and safety.
- Improve information management and indicators as per current guidelines
- Ensure that the patient care environment is conducive for best patient care outcomes. Deal with labour relation issues in terms of legislative and procedural guides.
- Ensure that policies and practices governing conditions of service of nursing staff, including leave, and exits are adhered to. Monitoring and verification of nursing staff in the pay point as designated.
- Participate in supply chain management and financial management process determined by PFMA. Monitoring, reporting and mitigation of adverse health events within the department.
- Implement risk assessment and monitoring to ensure quality standard of care.
- Ensure that the Complaints management policy and procedures are adhered to.
- Coordinate provision of effective training and research
- Deal with disciplinary issues ,grievance and labour relations in terms of the laid down policies /procedures

Enquiries: Ms SC Nduli

Deputy Manager Nursing

Tel No. : 031 530 1416

POST : OPERATIONAL MANAGER (GENERAL) - GRADE 1

COMPONENT : NIGHT DUTY NURSING MANAGEMENT SERVICES

NO OF POSTS : 04

CENTRE : DR PIXLEY KA ISAKA SEME MEMORIAL HOSPITAL

REFERENCE : DPKISMH09/2024

SALARY NOTCH : Grade 1: R 520 560.00 - R 596 322.00 per annum

BENEFITS : 13th Cheque / Service Bonus, Medical Aid: Optional, Homeowners allowance subject to meeting prescribed requirements

MINIMUM REQUIREMENTS FOR THE POST:

- Grade 12/Senior Certificate or equivalent.
- Degree / diploma in General Nursing Science and Midwifery.
- Certificate of registration with South African Nursing Council as Professional Nurse and Midwife.
- Current proof of registration with SANC (2024/2025).
- Minimum of 7 years appropriate / recognisable experience in Nursing after registration as Professional Nurse with SANC in General Nursing.
- Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates.
- All successful candidates will have to spend minimum of one year in service.

RECOMMENDATION:

- Computer Literacy.
- Driver's License Code EB (08).

KNOWLEDGE, SKILLS, TRAINING, AND COMPETENCIES REQUIRED:

- Knowledge of public service acts, regulations
- Knowledge of Nursing Care processes and procedures

- Leadership, organizational, decision-making and problem solving abilities within the limit of public sector and institution policy framework.
- Financial and budgetary knowledge pertaining to the nursing care.
- Knowledge of policy directives informing HAST Programmes in the department.
- Good Interpersonal relations including negotiating, conflict handling, counselling and disciplinary skills.
- Basic computer skills.

KEY PERFORMANCE AREAS:

- Ensure adequate COVERAGE AND SUPERVISION of staff in all units to allow provision of quality patient care in an efficient and cost effective manner.
- Facilitate and strengthen implementation of health care services delivery policies, procedures, clinical guidelines, protocols, plans, and strategies aimed achieving service excellence.
- Promote implementation of Batho Pele principles, rights charter and acceptance professional/clinical-ethical standards within the applicable legal framework.
- Participate and ensure implementation of norms and standards, National Health Priorities & quality improvement initiatives including national priority program plans.
- Ensure a safe environment for both patients and staff at night.
- Identify staff and student training needs. Ensure the effective development takes place and monitor performance thereof.
- Demonstrate effective communication with staff, patients, colleagues, clinicians and other stakeholders including report writing and presentation.
- Ensure effective & efficient management and utilization of resources including staff, material, financial etc.
- Exercise control of discipline, grievance and labour relations in terms of laid down policies and procedures.
- Ensure effective data management at night.
- Ensure all night services are coordinated
- Prompt submission of patient safety incidents, complaints reports with quality improvement plans.
- Ensure that quality is monitoring in various programs e.g. IPC, .resuscitation, Health and safety.
- Ensure that the patient care environment is conducive for best patient care outcomes.
- Deal with labour relation issues in terms of legislative and procedural guides

Enquiries: Ms SC Nduli

Deputy Manager Nursing

Tel No. : 031 530 1416

POST : ULTRASOUND RADIOGRAPHER (ULTRASONOGRAPHER) GRADE 1- 3

COMPONENT : DIAGNOSTIC IMAGING SERVICES

NO OF POSTS : 03

REFERENCE NO : DPKISMH10/2024

**SALARY NOTCH : Grade 1: R465 645.00 - R 530 343.00 per annum
Grade 2: R545 262.00 - R 623 229.00 per annum
Grade 3: R641 436.00 - R 689 430.00 per annum**

EXPERIENCE :

- **Grade 01** : None after registration with the HPCSA in respect of RSA qualified applicants who performed community service, as required in South Africa. One (1) year relevant experience after registration with the Health Professional Council of South Africa in the relevant profession (where applicable) in respect of foreign qualified applicants, of whom it is not required to perform community service, as required in South Africa.
- **Grade 02** : Minimum of 10 years relevant experience after registration with HPCSA in the relevant profession (where applicable) in respect of RSA qualified applicants who performed community service, as required in South Africa. Minimum of 11 years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) in respect of foreign qualified applicants, of whom it is not required to perform Community Service as required in South Africa.
- **Grade 03** : Minimum of 20 years relevant experience after registration with HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed Community Service, as required in South Africa. Minimum of 21 years relevant experience after registration with Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) in respect of

foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa.

BENEFITS : (13th Cheque / Service Bonus, Medical Aid: Optional, Homeowners allowance subject to meeting prescribed requirements)

MINIMUM REQUIREMENTS FOR THE POST:

- Senior Certificate/Grade 12
- National Diploma/Degree in Radiography (Ultrasound).
- Registration certificate with HPCSA as an Ultrasound Radiographer: Independent Practice
- Current receipt of annual payment with HPCSA **(2024/2025)**.
- Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates.
- All successful candidates will have to spend minimum of one year in service.

KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:

- Sound knowledge of diagnostic sonography practice and ethos
- Ability to perform quality assurance tests
- Knowledge of relevant Health and Safety Acts.
- Knowledge of current health and public service, legislation, regulations and policy.
- Good communication and interpersonal skills, decision making and problem solving skills
- Planning and organization skills

KEY PERFORMANCE AREAS:

- Provide high quality ultrasound services consistent with scope of practice and clinical standards
- Execute all clinical procedures and examinations competently to prevent patient safety incidences and miscommunication.
- Inspect and use equipment to ensure compliance with safety standards.
- Assist in compiling reports and statistics for work area.
- Provide health education on patient's conditions whilst upholding patient's rights and keeping to scope of practice.
- Participate in Quality Assurance Programme.
- Participate in EPMDS.
- Promote Batho Pele Principles in the execution of duties for effective and efficient service delivery.
- Assist with ultrasound patient bookings by ensuring request forms are filled properly with adequate medical and clinical information to carry out examination.
- Promote good health practices and ensure optimal patient care.
- Provide training, guidance and supervision to junior staff.
- Perform other duties as per delegation by radiography management.

Enquiries: Ms L Phungula

Assistant Director- Radiography

Tel No. : 031 530 1432

POST : PROFESSIONAL NURSE - SPECIALITY (GRADE 1 OR 2)

COMPONENT : THEATRE & CSSD SERVICES

NO. OF POSTS : 03

REFERENCE NO. : DPKISMH11/2024

**SALARY NOTCH : Grade 1: R 451 533.00 - R 530 376.00 per annum
Grade 2: R 553 545.00 - R 686 211.00 per annum**

EXPERIENCE :

GRADE 1 : A minimum of 4 years appropriate/recognizable experience as a General Nurse after obtaining one (01) year post basic qualification in Operating Theatre Nursing.

GRADE 2 : A minimum of 14 (fourteen) years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC in General

Nursing of which at least 10 (ten) years of the period referred to above must be appropriate/ recognizable experience after obtaining the one (01) year post basic qualification in Operating Theatre Nursing.

BENEFITS : (13th Cheque / Service Bonus, Medical Aid: Optional, Homeowners allowance subject to meeting prescribed requirements)

MINIMUM REQUIREMENTS FOR THE POST:

- Grade 12 Senior Certificate or equivalent.
- Degree/Diploma qualification that allows registration to General Nursing & Midwifery **Plus** a relevant post basic qualification in **Operating Theatre nursing**.
- Registration certificate with South African Nursing Council (SANC).
- Current SANC receipt (2024/2025).
- A minimum of four (04) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing.
- Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates.
- All successful candidates will have to spend minimum of one year in service.

RECOMMENDATION:

- Previous experience in the following disciplines would be advantageous: - orthopaedics, CSSD, recovery room, ophthalmology.

KNOWLEGDE, SKILLS AND COMPETENCIES:

- Knowledge of Nursing Care, Processes and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service.
- Financial and Budgetary knowledge pertaining to relevant resources under management.
- Insight into procedures and policies pertaining to nursing care.
- Leadership, Organizational, Decision Making, Problem Solving, Co-ordination, liaisons and Interpersonal Skills within the limits of the Public Sector and Institutional policy framework.
- Interpersonal skills including Public relations, negotiating, conflict handling and counselling skills.
- Computer skills in basic programs.

KEY PERFORMANCE AREAS:

- Assist in planning/organizing and monitoring of the objectives of the specialized unit in consultation with subordinates.
- Demonstrate effective communication to patients, families, multidisciplinary team members and other stakeholders within the hospital.
- Ensure that high quality of nursing care is rendered to all clients accessing Operating Theatre unit at Dr Pixley Ka Isaka Seme Memorial Hospital.
- Manage utilization and supervision of resources.
- Coordinate the provision of effective training and research, focusing on the programs aimed at the improvement Operating Theatre nursing.
- Instill discipline, professionalism and work ethics amongst employees.
- Ensure compliance to quality, infection prevention and control (IPC) programs e.g. Ideal Hospital realization and maintenance (IHRM) Norms and Standards (N&S)
- Maintain a constructive working with multi-disciplinary team members.
- Provide effective support to nursing services e.g. assist with relief duties to nursing management.

Enquiries: Mrs YYN Ngema: Assistant Manager Nursing – Theatre & CSSD Services
Tel. No: 031 530 1419

POST : **PROFESSIONAL NURSE - SPECIALITY (GRADE 1 OR 2)**

COMPONENT : **ADULT ICU & HIGH CARE & TRAUMA SERVICES**

NO. OF POSTS : **01**

REFERENCE NO. : **DPKISMH12/2024**

- SALARY NOTCH** : **Grade 1: R 451 533.00 - R 530 376.00 per annum**
Grade 2: R 553 545.00 - R 686 211.00 per annum
- EXPERIENCE** :
- GRADE 1** : A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing, plus one-year ICU post basic diploma.
- GRADE 2** : A minimum of 14 (fourteen) year's appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing of which at least 10 (ten) years of the period referred to above must be appropriate/recognizable experience in the speciality after obtaining the 1 (one) year post basic qualification in ICU.
- OTHER BENEFITS** : 13th Cheque, Medical Aid (Optional) & Housing Allowance (Employees to meet the Prescribed requirements)

MINIMUM REQUIREMENTS FOR THE POST:

- Senior Certificate/Grade 12 or equivalent
- Degree/Diploma qualification that allows registration to General Nursing
- A relevant one (01) year Post Basic qualification in ICU registered with SANC.
- Registration certificate with South African Nursing Council (SANC).
- Current SANC receipt (2024/2025).
- 4 years' experience in Nursing after registration as a Professional Nurse.
- Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates.
- A successful candidate will have to spend minimum of one year in service.

KNOWLEDGE, SKILLS, COMPETENCIES REQUIRED:

- Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal framework.
- Good communication skills-verbal and written
- Co-ordination and liaison skills
- Problem solving skills and critical thinking skills
- Ability to work within the multidisciplinary team

KEY PERFORMANCE AREAS:

- Assist in planning/organizing and monitoring of objectives of the specialized unit.
- Provide a therapeutic environment for staff, patients and public.
- Provide comprehensive, quality nursing care
- Provide direct and indirect supervision of all Nursing Staff / Housekeeping staff and to give them guidance and ensure continuity of patient care on all level.
- Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital
- Assist with allocation/change list, day and night duty rosters and inputs for leave
- Assist in record keeping and provide statistical information on training and staffing
- To assist in EPMDS evaluation of staff and implement EAP.
- Assist in orientation, induction and monitoring of all nursing staff
- To complete patient related data and partake in research.
- Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty.
- To assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift
- To partake in overall specialized unit functions, i.e. team building
- Effective and efficient management of all resources
- Liaise with professional Nurse in charge in High care/Renal unit.
- To nurse a critically ill patient who is ventilated, on haemodialysis and continuous-vino venous haemodialysis.
- To nurse all types of patients regardless of diagnoses according to disease profile within the directorate.
- To nurse a paediatric ventilated/high care patient in ICU within directorate.
- Maintain Professional growth/ethical standard and self-development.
- Assist in reduction of complaints within the directorate

Enquiries: Ms PT Jali: Assistant Manager Nursing-Adult ICU, High Care & Trauma Services
Tel. No: 031 530 1428

CLOSING DATE: 14 JUNE 2024

PLEASE NOTE: ONLY NEW Z83 APPLICATION FORMS WILL BE ACCEPTED

DUE TO THE CLOSURE OF THE POST OFFICE IN KWAMASHU, POSTED APPLICATIONS WILL NOT BE ACCEPTED.

ALL APPLICATIONS SHOULD BE EMAILED TO:

pixley.recruitment@kznhealth.gov.za

Or

Hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu

Or

Couriered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu