



**DIRECTORATE:**

Postal Address x 6661 Newcastle 2940  
Physical Address: 50 Harding Street  
Nedbank Centre, Newcastle  
Tel: 083 278 5717  
[www.kznhealth.gov.za](http://www.kznhealth.gov.za)

Amajuba Health District

Enquiries : Ms L.N. Mpinga  
Date : 25 October 2024

**TO: ALL DEPARTMENTAL EMPLOYEES**

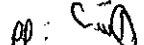
Vacancies in the Department of Health, Emergency Medical Rescue Services: **Amajuba District for Emergency Care Officers Grade 3 (ILS) – Newcastle Station x 6 posts, Reference No. EMS AMAJ 01/2024, Dannhauser Station x 2 posts, Reference No. EMS AMAJ 02/2024, Charlestown Station x 1 post, Reference No. EMS AMAJ 03/2024**

The content of this Circular Minutes must be brought to the attention of all eligible personnel and employees in your establishment without delay: head of components must notify all candidates who qualify for the posts in this Circular minutes even if they are absent from their normal places of work

**DIRECTIONS TO CANDIDATES:**

1. The following documents must be submitted: Application for Employment Form (Z83), which is obtained at any Government Department OR from the website: [www.kznhealth.gov.za](http://www.kznhealth.gov.za)
  - All applicants must use the new Z83 form
  - Detailed Curriculum Vitae must be attached stating relevant experience
  - Proof of current and previous work experience endorsed and stamped by HR
  - Applicants need not to send certified copies of highest educational qualifications, ID document and Drivers License , ONLY shortlisted candidates will be required to submit
2. The reference number must be indicated in the column provided in the form Z83, e.g. EMS AMAJ 01/2024.  
**Failure to comply with the above instructions will lead to disqualification of applicants.**
3. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only.
4. **Please note that due to financial constraints no S&T claims will be considered for payment to candidates that are invited for interviews and relevant assessments.**
5. Please note that a pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken.
6. Application in possession of foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non – RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together with their applications
7. ***This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatively in all levels of all occupational categories in the department. People with disabilities are encouraged to apply.***
8. Applications to be addressed to EMS District Manager and can be dropped off in the application box at Amajuba Health District Office, 50 Harding Street, Nedbank Centre, Newcastle 2940, or can be emailed to [lungi.mpinga@kznhealth.gov.za](mailto:lungi.mpinga@kznhealth.gov.za)

**CLOSING DATE: 08 November 2024**

  
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Dr A.M.E.T. Tshabalala  
District Director  
Amajuba Health District Office

Post : Emergency Care Officer Grade 3  
No. of Posts : 09  
Centre : Newcastle Station x 6 Reference No. EMS AMAJ 01/2024  
Dannhauser Station x 2 Reference No. EMS AMAJ 02/2024  
Charlestown Base x 1 Reference No. EMS AMAJ 03/2024  
Salary : R 206 619 – R 312 765 per annum plus  
Other Benefits : 13<sup>th</sup> cheque, Medical Aid (Optional) and Housing allowance: employee must meet prescribed requirements

### **Requirements for the posts**

• Grade 12 or equivalent qualification • Intermediate Life Support (AEA) qualification • Registration with Health Professions Council of South Africa (HPCSA) as AEA • Proof of current registration with HPCSA (Portal with your photo) • Valid drivers license – Code C1 (Code 10), with professional driving permit (GP) (receipt of renewal not accepted).

**NB: Shortlisted candidates will be subjected to physical fitness assessment and driving evaluation by Department of Transport: Road Traffic Inspectorate and written assessment test.**

### **Knowledge, Skills, Training & Competencies Required**

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

• Possess knowledge of Basic Life Supports protocols • Have understanding of EMS and its line of business • Possess knowledge of and compliance with the rules and regulations of Road Traffic Ordinance • Possess good communication skills • Have practical Patient Management • Have the ability to implement emergency procedures • Have ability to work under pressure • Be able to operate in any EMS environment i.e. Emergency Ambulances, Obstetric ambulance, Inter-facility ambulances, communication centres, Rescue or Patient Transport Services as per the allocation or deployment by the management of EMS as per service delivery demand • 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 patients according to the scope of practice of the Intermediate Life Support as per the HPCSA Protocols • Respond to all calls as dispatched by the Communication Center or requested by other medical professionals to assist with Ambulance duties • Maintain best clinical practices in accordance with quality standards and maintaining Continuous Professional Development (CPD) • Maintain vehicle and medical equipment, check the allocated vehicle and equipment and complete the check list, report all losses, damages discrepancies, deficiencies to the Shift Leader • Wash clean and disinfect the interior / exterior of the emergency vehicles and maintain 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 reported before the expiry date as per procedure • Assist in maintaining a clean and tidy base • Use all government property i.e. medical equipment, other equipment, vehicles and buildings as per government policies and procedures • Complete and submit all appropriate paperwork to the Shift leader before the termination of the shift • Hand over the vehicle and equipment to the next shift / relevant authority fully replenished, clean and in good working order • Abide by the Standing Operational Procedures of EMS • Maintain accurate and reliable records at all times • Perform overtime duties in accordance with EMS Policy • Actively participate in training and quality assurance programs • Maintain professionalism and preserve the good image of the Department at all times.

**Enquiries may be directed to Mrs W.T. Shezi : (034) 312 8651  
Closing Date : 08 November 2024**