



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

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**Fort Napier Hospital
Human Resources Management**

**ENQ: MS S.P. NDLOVU
DATE: 03 SEPTEMBER 2024**

TO ALL HEADS OF INSTITUTIONS

VACANCIES IN THE DEPARTMENT OF HEALTH

The contents of this Circular Minutes 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 (Z83), which is obtainable at any Government Department or from the website - www.kznhealth.gov.za. Applicants must use the most recent Z83 form
 - b) A detailed Curriculum Vitae;
2. Please note it is no longer a requirement to submit copies of qualifications; only shortlisted candidates will be required to produce certified copies of documents on or before the day of the interview.
3. The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (FNH 05/2024)
4. Persons with disabilities should feel free to apply for the post
5. Please note that due to the number of applications anticipated, applications will not be acknowledged. Applicants are respectfully informed that, if no correspondence is received within 3 months after the closing date, please consider your application as unsuccessful.
6. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non -RSA Citizen/Permanent Residents/Work Permit holders must submit documentary proof together with their applications
7. The Department reserves the right not to fill the post.


NB:

- a) Failure to comply with the above instructions will disqualify applicants.
- 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,, citizenship), verification of Educational Qualification by SAQA, verification from Company Intellectual Property Commission(CIPC)

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all occupational categories

The closing date for all applications is: 30 SEPTEMBER 2024

Checked by: 
SP NDLOVU (ASD: HRM)

Approved by: 
MS FN MOKWENA
CHIEF EXECUTIVE OFFICER
FORT NAPIER HOSPITAL

JOB TITLE : Head Clinical Unit Psychiatric Services
NUMBER OF POSTS : 1
REFERENCE : FNH 05/2024
INSTITUTION : Fort Napier Hospital
SALARY NOTCH : Grade 1: R1 976 070.00 - R2 097 327.00 P.A.
Grade 2: R2 160 720.00 - R2 362 626.00 P.A.
(All-inclusive salary package)
OTHER BENEFITS : Commuted Overtime (conditions apply)

MINIMUM REQUIREMENTS FOR THE POST

- Senior Certificate(matric)
- Master degree (MMed Psych) or equivalent qualification PLUS
- A minimum of 3 years' experience after registration with HPCSA as a Medical Specialist in Psychiatry
- Certificate of Registration with HPCSA as A Medical Specialist
- Current registration with HPCSA as a Medical Specialist (2024 receipt)

RECOMMENDATION:

Experience in Forensic – Psychiatry will be a recommended.

EXPERIENCE

GRADE 1: As per minimum criteria above

GRADE 2: Appropriate qualification PLUS 5 years post registration experience as a HCU in Psychiatry.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES

- Clinical and managerial skills.
- Knowledge of Clinical governance.
- Knowledge of medical prescripts, policies, procedure and protocols.
- Knowledge and experience of the Public Service Policies, Acts and Regulations.
- Sound Management, Negotiation, Interpersonal and problem solving skills.
- Good verbal, problem solving skills.
- Professional and Confident.
- Ability to function well within a team.

KEY PERFORMANCE AREAS

- To effectively manage the forensic psychiatry services at Fort Napier Hospital and liaise with relevant stakeholders.
- To care, treat and rehabilitate the Mental Health Care User at the hospital (specifically the State Patients).
- To provide reports on cases referred by the courts and give expert evidence when required.
- To guide, support and supervise medical staff.
- To be involved in teaching and training of registrars and other clinical staff.
- To be involved in hospital committees that deal with clinical services and quality assurance.
- To assess and manage any risks within the medical section.
- Clinical management of state patients.
- To assess and manage clinical risks within the hospital.
- To perform all administrative and management functions within the clinical department..

ENQUIRIES: DR AL MBHELE (033) 260 4357

APPLICATIONS MUST BE FORWARDED TO:

The Human Resource Department OR
Fort Napier Hospital
PO Box 370
PIETERMARITZBURG
3200

ATTENTION: MS S.P. NDLOVU

Email: vinessa.naidoo@kznhealth.gov.za

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