



TO: ALL HEADS OF INSTITUTION AND DEPARTMENT

The content of this circular minute 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 minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:

- Application for employment Z83 which is obtainable at any Government Department or from website www.kznhealth.gov.za. Z83 should be completed in full and signed.

NB Applicants are required to submit a fully completed Z83 and updated CV only.

- Certified copies of highest educational qualifications, ID documents and Driver's license and proof of work experience will be requested from shortlisted candidates only.
 - The certification of all documents must not be older than 06 months.
2. The reference number of the post must be indicated in the column provided in the Z83, e.g. OCC08/2016.
- a) Failure to comply with the above instructions will disqualify applicants. Faxed and emailed applications will not be accepted.

3. The appointment is subject to positive outcomes obtained from the state Security Agency (SSA) to the following checks: (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)

4. Applications in possession of foreign qualification must attach an evaluation certificate from South African Qualification Authority (SAQA) to their applications. Non RSA Citizens/Permanent Residents /Work Permit holders must submit documentary proof together with their applications.

5. 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.

This Department is an equal opportunity, affirmative action employer whose aim is to promote representative in all occupational categories in the Department. People with disabilities are encouraged to apply.

ALL APPLICATIONS SHOULD BE FORWARDED TO:

The CHC Manager
Gamalakhe Community Health Centre
Private Bag X 709
Gamalakhe
4249
(For Attention: Human Resource Manager)

CLOSING DATE: 2024.11.01

Original signed by
DR. P.F SHONGWE

POST : CLINICAL NURSE PRACTITIONER GR 1, 2 (07 POSTS)
INSTITUTION : GAMALAKHE CHC-VARIOUS CLINICS
REFERENCE : GAM CHC 01/2024
SALARY : GRADE I R 451 533.00 per annum
GRADE II R 553 545.00 per annum

OTHER BENEFITS

13th Cheque
Medical Aid (Optional)
Housing allowance (employee must meet prescribed requirements)
12 % rural allowance
Uniform allowance

MINIMUM REQUIREMENTS:

- Senior Certificate (Grade 12)
- Degree/Diploma in General nursing and Midwifery **plus** 1 year post basic qualification in Primary Health Care.
- Current Registration with SANC (2024 Receipt)
- Previous and current proof of experience endorsed by Human Resource must be attached (with complete dates, months and year)

EXPERIENCE:-

GRADE 1

A minimum of 4 years appropriate / recognizable experience in nursing, after registration as a Professional Nurse with SANC in General Nursing.

GRADE 2

A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing of which 10 years must be experience after obtaining the one year post basic qualification in Primary Health Care.

KNOWLEDGE, SKILLS AND COMPETENCIES

- Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc.
- Leadership, organizational, decision making and problem solving abilities.
- Interpersonal skills including public relations, negotiating, conflict handling and counselling.
- Financial and budgetary knowledge.
- Good in-sight of procedures and policies pertaining to nursing care.
- Computer skills in basic programs

KEY RESPONSIBILITIES

- Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community.
- Provide administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization.
- Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care.
- Promote scientific quality nursing care by functioning as a therapeutic team, coordinating between CHC and community and preventing medico-legal hazards.
- Encourage research by assisting in departmental projects and always ensuring that the community needs, are taken into account.
- Assist the unit manager with overall management and necessary support for effective functioning in the facility.

- Maintain client satisfaction through quality services, innovation and professional nursing care by holding Batho Pele principles and standards set by the accreditation.
- Participate in clinical records audits,
- Conduct outreach services to improve health outcomes.
- Ensure proper utilization and management of resources and integration of health services.
- Participate in multidisciplinary teams (OSS) and outreach services with stakeholders including NGO's, other governmental departments.
- Advocate for Nursing Professionalism and Ethics.

ENQUIRIES: MS. N. NDWENDWE: TEL 039-318 1113

CLOSING DATE: 2024.11.01

ALL APPLICATIONS SHOULD BE FORWARDED TO:

The HR Manager
Gamalakhe Community Health Centre
Private Bag X 709
Gamalakhe
4249

(For Attention: Human Resource Department)