



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

121 McKenzie Street
Private Bag X 2011
Tel: 034 299 7437 Fax: 034 212 3245 Email: @kznhealth.gov.za
www.kznhealth.gov.za

DIRECTORATE:

DUNDEE HOSPITAL

Enquiries : HRP
Date : 2024/09/16

VACANCY CIRCULAR

**TO: ALL HEADS OF DEPARTMENTS: VACANCIES IN THE DEPARTMENT OF HEALTH CIRCULAR
MINUTE NO: 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 those 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:

The following documents must be submitted.

Application for employment Form (Z83) which is obtainable from any Government Department or from the website- www.dpsa.gov.za

1. Application for employment are NOT required to submit copies of qualification and other relevant documents on application but submit a fully completed Z83 form and fully updated Curriculum Vitae (CV) only.
2. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates.
3. The reference number must be indicated in the column provided on the form Z.83 e.g. **DUN-OPD 01/2024.**
4. **Person with disabilities should feel free to apply for the post/s**

N.B. Failure to comply with the above instructions will disqualify applicant.

5. **Appointments are subjected to positive outcomes obtained from State Security Agency SSA to the following checks: security clearance(vetting), criminal clearance, credits records, citizenship, verification of educational qualification by SAQA, and verification from company Intellectual Property (CIPC)**
6. Please note that due to financial constrains no S&T claims will be paid to candidates invited for the interview and no resettlement/ relocation payment. Accommodation will only be allocated when it is available otherwise successful candidates must arrange their private accommodation prior to assumption of duty.
7. **"It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority SAQA and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered"**

The Department is an equal opportunity, affirmative action employer whose aim is to promote representivity in all levels of all occupational categories in the Department. Applicant are encourage to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applicants can submit their Z83 and CV directly to the following email address Nonhlanhla.Nkosi@kznhealth.gov.za

ALL APPLICATION SHOULD BE FORWARDED TO THE FOLLOWING ADDRESS

The Human Resource Manager
Private Bag x 2011
Dundee
3000

OR Hand Deliver to:
Dundee Hospital in a box next to
Switchboard

CLOSING DATE FOR APPLICATIONS: 2024/10/25

Original sign by CEO
CHIEF EXECUTIVE OFFICER
MRS. TT VILAKAZI

ADVERTISEMENT

POST : CLINICAL NURSE PRACTITIONER
EQUITY TARGET : AFRICAN MALE
NUMBER OF POST : 01
CENTRE : DUNDEE DISTRICT HOSPITAL
COMPONENT : HTA AMAJUBA TVET
REFERENCE : HTA 04/2024
SALARY : Grade 1: R451 533.00- R530 376.00 Plus 12% rural allowance
: Grade 2:R553 545.00- R686 211.00 Plus 12% rural allowance
OTHER BENEFIT : 13th Cheque and Medical aid optional, homeowner's allowance
(Employee must meet prescribed conditions)

MINIMUM REQUIREMENTS GR 1:

- Grade 12 (Senior certificate) /Standard 10.
- Degree/ Diploma in General Nursing Science and Midwifery plus **(1) year** post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) Plus.
- Current registration with SANC (2024) as General Nurse and Primary Health Care/ Advance Midwife plus
- A minimum of **4 years** appropriate/recognizable nursing experience as a General Nurse
- Proof of previous and current work experience / Certificate of service endorsed by Human Resource Department.
- Valid Driver's license B (Code 8) or C1 (Code 10).

MINIMUM REQUIREMENTS GR 2

- Grade 12 (Senior certificate)/ Standard 10.
- Degree/ Diploma in General Nursing Science and Midwifery plus **(1) year** post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC).
- Current registration with SANC as General Nurse and Primary Health Care/ Advance Midwife plus.
- A minimum of **14 years** appropriate /recognizable nursing experience after registration as a General Nurse with SANC of which **10 years** of the period must be appropriate/recognizable PHC experience. after obtaining a one year post basic qualification in Primary Health Care.
- Proof of previous and current work experience / Certificate of service endorsed by Human Resource Department.

KNOWLEDGE, SKILL, TRAINING AND COMPETENCES REQUIRED

- Leadership, organizational, decision-making, supervisory and problem solving abilities within the limit of public sector and institutional policy framework.
- Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework.
- Ability to formulate patient care related policies, vision, mission and objective of clinic.
- Communication and interpersonal skills including public relations, negotiating, coaching, conflict handling and counselling skills.
- Insight into procedures and policies pertaining nursing care, computer skills in basic programmes.
- Knowledge of TB/ HIV/AIDS, NCDs and Mental Health.

KEY PERFORMANCE ARE

- Responsible for provision of an integrated, quality and comprehensive PHC service delivery at Amajuba TVET College.
- Identify new Key Population (KP) hotspots
- Identify more condom distribution sites.
- Participate in Key Population Risk Reduction workshops.
- Provide integrated screening of TB/HIV, STIs, NCD and mental health assessment.
- Remove discrimination and stigma attached to LGBTQIA+ causing bullying, depression. Anxiety, PTSD and suicidal tendencies.
- Monitor KP STI syndromic management.
- Develop and implement HTS Index Testing Plan.
- Promotion of disclosure, adherence to ART and retention to care.
- Improve strategies on Prep uptake and transition to TLD.
- **Work** closely with Peer Educators and enhance AYFS, HIV prevention and health promotion strategies towards AIDS Free Generation by 2023.
- Maintain inter-sectoral collaboration with other government structures to curb the scourge of unwanted teenage pregnancies, GBV and other social ills.
- Maintain a clear referral pathway from clinic to the referral institution.

CLOSING DATE FOR APPLICATION: 2024/10/25

ENQUIRIES: Ms ID Khumalo (Assistant Nursing Manager)

CONTACT DETAILS: 0342121111 Ext 259/250

ADVERTISEMENT

POST	: OPERATIONAL MANAGER NURSING
NUMBER OF POST	: 01
EQUITY TARGET	: AFRICAN MALE
CENTRE	: DUNDEE DISTRICT HOSPITAL
COMPONENT	: GLENRIDGE CLINIC
REFERENCE	: GLEN 04/2024
SALARY	: Grade 1:R664 485.00- R707 752.00 per annum
	:
OTHER BENEFIT	: 12% in hospitable Allowance 13th Cheque, Medical Aid (Optional) and housing Allowance (Employee must meet prescribed requirements)

MINIMUM REQUIREMENTS

- Grade 12 (Senior certificate) /Standard 10.
- Degree/ National Diploma in nursing science and midwifery.
- One (1) year Post basic Qualification in clinical Nursing Science, Assessment, Diagnosis, Treatment and Care.
- A minimum of 9 years appropriate/recognizable nursing experience after as a professional nurse of which at least 5 years must be appropriate experience after obtaining the one year post basic qualification in Primary Health Care.
- Proof of current registration with SANC (2024)
- Proof of work experience / Certificate of service endorsed by Human Resource Department.
- Valid Driver's license B (Code 8) or C1 (Code 10).

KNOWLEDGE, SKILL, TRAINING AND COMPETENCES REQUIRED

- Leadership, organizational, decision-making, supervisory and problem solving abilities within the limit of public sector and institutional policy framework.
- Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework.
- Ability to formulate patient care related policies, vision, mission and objective of clinic.
- Communication and interpersonal skills including public relations, negotiating, coaching, conflict handling and counselling skills.
- Financial and budgetary knowledge and skills including public relations, negotiating, and other relevant resources under management
- Insight into procedures and policies pertaining nursing care, computer skills in basic programmes.

KEY PERFORMANCE AREAS

- Responsible for overall supervision in the provision of an integrated, quality and comprehensive Primary Health Care services to the community.
- Improve outcomes by focusing on disease prevention, health promotion; curative and rehabilitative approach through the implementation of policies, guidelines and SOPs.
- Ensure PICT and adherence counselling is being provided to all clients in the facility.
- Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with the Batho Pele principles and Patients' Rights.
- Ensure the provision of primary prevention strategies and management of TB, HIV/AIDS, NCDs and Mental Health Assessment.
- Ensure the availability of medication, essential equipment and supplies as well as proper utilization thereof.
- Participate in the realization and maintenance of Ideal Clinic programme (ICRM) to comply with norms and standards of health establishment according to OHSC.
- Ensure data management is implemented and monitored.
- Maintain inter-sectoral collaboration with other government structures through OSS and integration management of health promotion and well-being strategies.
- Participate in the realization and maintenance of Ideal Clinic programmes (ICRM) to comply with norms and standards of the health establishment according to OHSC.
- Ensure the provision of safe and therapeutic environment that allows for safe practice of nursing care as laid down by Act and Occupational Health & Safety Act.
- Deal with grievance and disciplinary matters including monitoring and management of absenteeism.
- Monitor the implementation of DMOC and CCMDD programme.
- Participate in the monitoring HR performance through EPMDS.

CLOSING DATE FOR APPLICATION: 2024/10/25

ENQUIRIES: Ms ID Khumalo (Assistant Nursing Manager)

CONTACT DETAILS: 0342121111 Ext 259/250

