



Enquiries : Mrs. N.J. Garib
Circular Minute No. : KE 07/2024
Date : 14 August 2024

**TO HEADS OF INSTITUTIONS
VACANCY-DEPARTMENT OF HEALTH: VICTORIA MXENGE HOSPITAL, DURBAN
MEDICAL SPECIALIST (INFECTIOUS DISEASES) X 01 POST
CLOSING DATE: 20 SEPTEMBER 2024**

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay, including those in district offices. Public and private Institutions must notify all candidates who qualify for the post 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:

- (a) Application for Employment Form (Form Z83), which is obtainable at any Government Department OR from the website – www.kznhealth.gov.za
- (b) Applicants must utilize the **most recent Z83** application form for employment.
- (c) Applicants must submit fully completed Z83 form and detailed CV together with proof of current and previous work experience endorsed and stamped by Human Resource Department and certificate of service from previous and current employer. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates.
- (d) The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided on the form.
- (e) Applicants for employment are not required to submit copies of qualifications and other relevant documents on application.
- (f) Persons in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA)

2. The reference number must be indicated in the column provided on the form Z83, e.g. HRM 26/2024

3. Please note that due to the large number of applications we envisage to receive, applications will not be acknowledged. **Should you not have been contacted within 90 days of the outcome, kindly consider yourself as being unsuccessful.**

4. 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 Qualifications by SAQA, verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC).

5. For those with internet access, the online e-Recruitment system is accessible through a computer or mobile device ie. Phone or Tablet. The system has the following functionality:-

- (a) All adverts are available for viewing by the public through the address www.kznonline.gov.za/kznjobs
- (b) Applicants are also encouraged to register on e-Recruitment online system which is accessible Via www.kznonline.gov.za/kznjobs order to make an application and please email applications to Kingedwardhospital.HRJobapplication@kznhealth.gov.za
- (c) Applicants will be required to register on the system by providing a username and password. Applicants require a mobile phone number and a valid email address to register and will be guided through the registration process by the system.

- (d) Applicants must update their profile on the system, which is in line with the approved Z83 application form
- (e) Applicants will be able to upload a copy of their Curriculum Vitae (CV), and the system makes provision for the uploading of other documents such as Identify Documents, Driver's License, and Qualifications etc.

6. Please note that due to financial constrains no S&T and resettlement claims will be considered for payments to candidates that are invited for the interview.

NB: Failure to comply with the above instructions will disqualify applicants.

(We are an equal opportunity, affirmative action institution, whose aim is to promote Representatively in all levels of all our occupational categories. Persons with disabilities and African Males are encouraged to apply. Please note that other race groups are also not restricted from applying)

Original signed by CEO

2024.08.21

CHIEF EXECUTIVE OFFICER

DATE

POST : **MEDICAL SPECIALIST: (INFECTIOUS DISEASES) GR 1/2/3**
NO. OF POSTS : **01**
REFERENCE NO. : **HRM 26/2024**
DEPARTMENT : **INFECTIOUS DISEASES**
CENTRE : **VICTORIA MXENGE HOSPITAL (DURBAN)**
SALARY NOTCH : **GR 1: R 1 271 901.00– R 1 348 635.00 per annum(all inclusive package)**
GR 2: R 1 451 214.00 – R 1 538 967.00 per annum (all inclusive package)
GR 3: R 1 680 780.00–R 2 097 327.00 per annum (all inclusive package)

MINIMUM REQUIREMENTS:

- MBCHB or equivalent PLUS
- FCP (SA) or equivalent PLUS
- Registration certificate with the HPCSA as a Medical Specialist in PLUS
- Current registration with HPCSA as a Medical Specialist (2024)

RECOMMENDATION: Computer Literacy

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:

- Sound management of General Internal Medicine
- Excellent decision-making, problem-solving, leadership, and mentorship skills
- Sound medical ethics
- Good communication skills
- Orientation towards service delivery
- Ability to develop and maintain quality improvement programs and policy documents
- Participation in clinical audits, peer review meetings, and mortality and morbidity meetings
- Leadership in the departmental academic program
- Ability to work as part of a multidisciplinary team.

KEY PERFORMANCE AREAS:

- Supervise daily ward rounds in the Department of Infectious Diseases at Victoria Mxenge Hospital
- Supervise and screen consults referred to the Infectious Diseases
- Supervise Infectious Diseases Specialist Clinic twice per week
- The incumbent will report to the Head of the Department of Infectious Diseases and will be responsible for fulfilling the following requirements according to the policies of the Department i.e., Service, Teaching, Administration, and Research
- To efficiently execute duties that support the aims and objectives of the Department of Infectious Diseases in providing specialist care for patients in the Department of Infectious Diseases
- To supervise the training of registrars, medical officers, and undergraduate medical students in Infectious Diseases
- To participate in and contribute to the research and outreach activities of the Department of Infectious Diseases.
- For co-ordination of grand round presentations and other meetings

ENQUIRIES: Dr. S.A. Moodley

TEL: 031 360 3854

CLOSING DATE: 20 SEPTEMBER 2024

HAND DELIVERED APPLICATIONS SHOULD BE POSTED INTO THE RED BOX, NEXT TO THE ATM IN THE ADMIN. BUILDING

ATTENTION: Mrs. N.J. Garib (HR DEPARTMENT)

Please forward emailed applications to

Kingedwardhospital.HRJobapplication@kznhealth.gov.za

AND

twiggy.garib@kznhealth.gov.za