



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

DIRECTORATE:

Ekudubekeni Reserve, Mahlabathini, 3885
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www.kznhealth.gov.za

**NKONJENI HOSPITAL: HUMAN
RESOURCE MANAGEMENT**

Reference: HRM 4/1/1
Enquiries: Mrs. L Mnguni

Contact No.: 035 8730013

**TO: DISTRICT MANAGERS
HOSPITAL MANAGERS
COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS
ALL EMPLOYEES
COMMUNITY MEMBERS**

VACANCIES IN THE DEPARTMENT OF HEALTH: NKONJENI ST FRANCIS HOSPITAL

CIRCULAR MINUTE No. NKO HOSP 08/2024

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 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 (Form Z.83), which is obtainable at any Government Department or from the website - www.kznhealth.gov.za must accurately completed and signed . Reference Number must be indicated in the column provided on the form Z.83.
 - (b) Comprehensive Curriculum Vitae, certified copies of identity document, educational qualifications and professional registration certificates - not copies of certified copies.
 2. Persons with disabilities should feel free to apply for the post.
 3. 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.
 4. Applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof together with their applications.
 5. All employees in the Public Service that are presently on the same salary level but on a notch/package above the minimum as that of the advertised post are free to apply.
 6. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department.
 7. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications
 8. Failure to comply with the above instructions will results to your application being disqualified
- Closing date for all applications is **14 June 2024**

ORIGINAL SIGNED

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**HOSPITAL CEO
NKONJENI HOSPITAL**

GROWING KWAZULU-NATAL TOGETHER

JOB TITLE : **PROFESSIONAL NURSE SPECIALITY (ADVANCED MIDWIFE)**
INSTITUTION : **NKONJENI /ST FRANCIS DISTRICT HOSPITAL**
CENTER : **NKONJENI HOSPITAL**
REFERENCE NO. : **NKO 08/2024**
SALARY : **GRADE 1: R 451 533 PER ANNUM**
GRADE 2: R 553 545 PER ANNUM
NUMBER OF POSTS: **01**
ALLOWANCES : **12% RURAL ALLOWANCE,**
13TH CHEQUE, MEDICAL AID AND HOUSING ALLOWANCE (EMPLOYEE
MUST MEET THE PRESCRIBED REQUIREMENTS)

MINIMUM REQUIREMENTS FOR THESE POSTS:

GRADE 1

- Senior Certificate (Grade 12) or equivalent qualification PLUS;
- Diploma or Degree in General Nursing and Midwifery. A Post Basic Nursing qualification in Advanced Midwifery with duration of at least one year accredited with SANC. Proof of Current registration with SANC as General Nurse, Midwifery and advanced Midwifery (2024).

EXPERIENCE

- **Grade 1:** A minimum of four (4) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nurse with one year Post basic qualification in Advanced Midwifery.
- **Grade 2:** A minimum of fourteen (14) years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which at least ten (10) years of the period referred to above must be appropriate or recognizable experience in Maternity Ward after obtaining the 1 year post basic qualification in Advanced Midwifery. Current and previous experience endorsed by Human Resource Department.

RECOMMENDATION

- Computer certificate

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:

- Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required.
- Work as part of the multi-disciplinary team to ensure good nursing care
- Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences.
- Able to plan and organize own work and that of support personnel to ensure proper nursing care.
- A sound knowledge of the Provincial Health Act of 2000, Nursing Act, Occupational Health and Safety Act of 1995.

KEY PERFORMANCE AREAS

- Provide comprehensive quality maternal and child health care in cost effective and efficient manner

- Provision of optimal holistic specialized nursing care self-standards within professional framework.
- Participating in data collection and comply with the flow thereof.
- Assist in planning organizing and monitoring of objectives of the specialised unit.
- Manage all resources within the unit effectively and efficiently to ensure optimum service delivery.
- Able to plan and organize own work and that of support personnel to ensure proper nursing care.
- Display a concern to patients promoting and advocating proper treatment and care including awareness and willingness to responds to patents needs requirement and expectations of (Batho Pele)
- Participating in UTT implementation.
- Demonstrate effective communication with patient's supervisor and other clinicians including reports writing when required.
- Render antenatal, Labour, Post, Natal care and IMCI services.
- Ensure compliance with all National, Provincial and Professional prescripts/ legislation.
- Participate in teaching of staff and mothers / relative's staff and mentorship of junior staff and trainees.
- Implement PPIP Programme.
- Adhere to the correct use of partogram.
- Ensure that unit complies with NCS.
- Implement plan of action in emergency situations according to protocols and guidelines.
- To attend monthly nursing and multidisciplinary meetings and implement actions of plans.
- Ensure that MNCWH and MBFHI programmes and properly implemented
- Conduct audit and MNCWH and MBFHI programmes and properly implemented.
- Conducts audits and implement quality improvement programmes

CLOSING DATE : 14 June 2024

ENQUIRIES : MRS L Mnguni TEL NO.:035 873 0013

- **NB: Please note that due to a large number of applications received, applications will not be acknowledged, however, successful applicants will be advised of the outcome of their application.**
- **Due to financial constraints S&T Claims and Resettlement / Relocation will not be considered.**
- **Accommodation will only be allocated when it is available otherwise successful candidates must arrange their private accommodation prior to assumption of duty.**
- **No interim accommodation in a form of Bed and Breakfast or Hotel Accommodation.**
- **Applications to be emailed to lilly.mnguni@kznhealth.gov.za & phumlani.khumalo2@kznhealth.gov.za**

**ATTENTION: HUMAN RESOURCE DEPARTMENT OR HAND DELIVERY TO: REGISTRY SECTION
NKONJENI /ST FRANCIS HOSPITAL
PRIVATE BAG X509
MAHLABATHINI 3865**