



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

Postal Address : Private Bag X 004, 4030

Physical Address: R.K. Khan, Circle, Chatsworth,4030

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R.K. Khan Hospital

Human Resource Department

ADVERTISEMENT

This Department is an equal opportunity affirmative action employer. It is our intension to promote representivity (race, gender and disability) in the department through the filling of this post. Candidates whose transfer/promotion/appointment promotes representivity will receive preference”.

VACANCY IN THE DEPARTMENT OF HEALTH:RKK/05/2024

The contents of this Circular Minutes must be brought to the notice of all employees on the establishment of all Institutions. Institutions must ensure that all employees who meet the requirements of the post/s are made aware of the circular minute even if they are absent from the normal place of work.

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:

- a) The applicant must submit a fully completed Z83 form and a detailed Curriculum Vitae (CV) ONLY.
- b) The new application for employment form (Z83), which is obtainable at the Human Resource Department or from the website – www.kznhealth.gov.za
- c) Applicants are not required to submit copies of their qualifications and other relevant documents on application. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only.

2. The reference number must be indicated in the column provided on form Z83 e.g. HR 01/2021

3. Faxed documents will not be accepted.

NB: Failure to comply with the above instructions will result in disqualification of the application

4. Please note that due to the large number of applications envisaged to be received, application will not be acknowledged. If you are not contacted by us after 3 months after the closing date, please regard your application as being unsuccessful. Every shortlisted applicant will be advised of the outcome of their application in due course.

5. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including CIPC (Companies Intellectual Property Commission) screening.

6. Due to financial constraints, no S & T claims will be paid for attending the interview.

Original signed and kept on file

ACTING CHIEF EXECUTIVE OFFICER



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POST	:	HEAD CLINICAL UNIT
COMPONENT	:	ORTHOPAEDICS
INSTITUTION	:	R.K. KHAN HOSPITAL
REFERENCE	:	RKK /HCU05/2024
SALARY NOTCH	:	R1 976 070.00PER ANNUM (Plus commuted overtime.)

MINIMUM REQUIREMENT

- Senior Certificate / Grade 12
- MBChB Degree.
- Registration Certificate with the HPCSA as a Medical Specialist in Orthopaedics
- Current registration with the HPCSA as a Medical Specialist (2024/2025).
- A minimum of 5 years appropriate experience as a Medical Specialist in Orthopaedics after registration with the HPCSA as a Medical Specialist.
- Proof of current and previous working experience endorsed by Human Resource department (certificate of service).

KNOWLEDGE, SKILLS & COMPETENCY

- Proven management ability, sound communication, negotiation, planning, organizing, and leadership, decision-making and inter-personal skills.
- Knowledge of legislative prescripts governing the public sector, including Labour Relations, Human Resources and Finance Management.
- Conflict resolution and problem solving skills.
- Management of diversity in the workplace.
- Computer literate.
- Presentation skills.
- Ability to communicate at all levels.

KEY PERFORMANCE AREAS

- Overall charge ship of the Department of Orthopaedic at R.K Khan Hospital.
- Participate actively in the undergraduate and postgraduate departmental teaching programme.
- Supervision of and effective utilization of medical staff in these areas.
- Control and management of clinical services as delegated; including providing clinical services to patients.
- Maintain satisfactory clinical, professional and ethical standards related to these services.
- To provide effective and efficient specialist consultant care at regional level within the scope of acceptable and up to date practices in order to contribute to optimal health care.



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- Develop systems and protocols in collaboration with Heads of clinical departments to ensure timeous and effective management of referred patients.
- Participate in Morbidity and Mortality audits and submit monthly reports to the Hospital Manager.
- Conduct, assist in, and stimulate research.
- Participate in the undergraduate and post graduate department teaching programme.

ENQUIRES:

Dr D Behadar

☎ 031 459 6019

APPLICATIONS: All documents to be posted to: ATTENTION: Human Resource Department, R.K.Khan Hospital, Private Bag X 004, Chatsworth, 4030 Or Hand deliver to Human Resource Department, 2nd Floor Recruitment Office Opposite Theatre.

It is recommended that applications be hand delivered or couriered as the Hospital is experiencing delays with posted applications.

CLOSING DATE: 25 OCTOBER 2024