



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

Private Bag X 517 Clydesdale Location ,UMzimkhulu 3297

St Margaret's CHC UMzimkhulu 3297

Tel: 039 2599 222 Fax: 039 259 0645 Email : lucky.nzimande@kznhealth.gov.za
www.kznhealth.gov.za

ST MARGARET'S CHC

HUMAN RESOURCE MANAGEMENT

23 September 2024

Enquiries: SP Adonis
Tel: 039 2599 222

TO: ALL DEPARTMENTAL EMPLOYEES

Vacancies in the Department of Health, St Margaret's CHC' Clinical Nurse Practitioner x 01 Posts
: Reference Number: **SMCHC 08/2024**

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:

- The following documents must be submitted:
 - Z83 New form (Application for employment form) effective 1 January 2021- completed and signed which is obtained at any Government Department **OR** from the website: www.kznhealth.gov.za
 - Comprehensive CV (with detailed experience)
 - Copies of qualification, ID and Driver's license, proof of experience must **NOT** be submitted when applying for employment. These will be requested only from shortlisted candidates.
- The Reference Number must be indicated in the column provided on the form Z83, e.g. **SMCHC 08/2024**. **Failure to comply with the above instructions will lead to disqualification of applicants.** Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only.
- Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews.**
- Applicants in possession of foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together with their applications
- 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) and proof of experience.**
- This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatively at all occupational categories in the department. People with disabilities are encouraged to apply.*

All documents must be posted for: Attention: Mr. TL Nzimande St Margaret's CHC , Private Bag X517,Umzimkhulu 3297 OR Dropped off in the applications Box of St Margaret's CHC, Clydesdale Location UMzimkhulu 3297.

OR

All online applications should be forwarded to this Email Address: StmargaretsHospital.HRJobApplication@kznhealth.gov.za

CLOSING DATE: 25 October 2024

Dr BP Sosibo
Chief Executive Officer



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|---------------------|---|
| JOB TITLE | : CLINICAL NURSE PRACTITIONER -PHC |
| NO. OF POSTS | : X 01 |
| REFERENCE NO | : SMCHC 08/2024 |
| INSTITUTION | : ST MARGARET'S CHC (ST MARGARET'S GATEWAY CLINIC) |
| | : |
| REMUNERATION | : Grade 1: R451 533 Plus Rural Allowance provided the post meets requirements |
| | : Grade 2: R553 545 Plus Rural Allowance provided the post meets requirements |
| BENEFITS | : 13th Cheque, home owner's allowance and Medical Aid optional (Employee must meet prescribed Conditions) |

MINIMUM REQUIREMENTS GRADE 1:

- Grade 12 (Senior Certificate) Standard 10/or (Vocational National Certificate) plus,
- Degree/ Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and care Plus,
- Current registration with SANC as General Nurse and Primary Health Care plus,
- Minimum of 4 years appropriate/ recognisable nursing experience as a General Nurse.

MINIMUM REQUIREMENTS GRADE 2:

- Grade 12 (Senior Certificate) Standard 10/ or (Vocational National Certificate) plus,
- Degree/ Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and care (MCWH) Plus,
- Current registration with SANC as General Nurse and Primary Health Care plus,
- Minimum of 14 years appropriate/ recognisable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/ recognisable PHC experience after obtaining a one year post basic qualification in Primary Health care.

NB: All the above mentioned documents need not to be attached on application but will be requested (only from shortlisted candidates).

Proof of current and previous work experience (certificate/s of service) endorsed and stamped by HR Office will be requested (Only if Shortlisted)

KNOWLEDGE, SKILLS, TRAINING, AND COMPETENCIES REQUIRED:

- Knowledge of all applicable legislation such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles, Patient's Rights Charter, Labour Relations Act, Grievance procedures etc.
- Leadership, organizational, decision making, and problem solving, conflict handling and counselling.
- Good listening and communications skills
- Co-ordination and planning skills
- Team building and supervisory skills
- Good interpersonal relationship skills
- Good insight of procedure and policies pertaining to nursing care.
- Ability to assist in formulation of patient care related policies

KEY PERFORMANCE AREAS:

- Provide administrative services: plan and organise the clinic, ensure completion of statistics, ensure ordering and control of stationery and consumables, ordering of medication.
- Ensure Implementation of 95 95 95 strategy in all aspects of all programmes especially HIV/AIDS and TB.
- Provision of educational services: in- service training, personnel development, health education to patients.
- Provision of clinical services: Initiate and implementation of programme and evaluation of patients' conditions,
- Function as a member of the therapeutic team.
- Continuous evaluation of nursing care and nursing service.
- Identify community needs



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- Ensure effective crises management in the clinic.
- Initiate resuscitation if necessary
- Assist in regional and departmental research projects
- Ensure accurate data and information management systems
- Ensure accurate monthly reporting to the Operational Manger or Deputy Nursing Manager.
- Ensure implementation of the National core standards for quality health /ideal CHC standards.

ENQUIRIES OF THE POST

: Mr SP Adonis
Deputy Manager Nursing

TEL

: 039 2599 222

Email Address

: StmargaretsHospital.HRJobApplication@kznhealth.gov.za

CLOSING DATE

: 25 October 2024

Original signed and kept on file
(For) CHC MANAGER

Mr SP Adonis
Deputy Manager Nursing
St Margaret's CHC