



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

## **ST MARY'S DISTRICT HOSPITAL**

Private Bag X16 Ashwood 3605

1 Hospital Road, Mariannhill 3610

Tel: 031 717 1127 Fax: 031 717 1039

**HUMAN RESOURCE MANAGEMENT SERVICES**

**Enquiries: Mr L.K. Shoji**  
**Telephone: 031-717 1054/2696**

### **RE-ADVERTISEMENT**

#### **TO HEADS OF ALL DEPARTMENTS IN THE KZN PROVINCIAL ADMINISTRATION**

#### **VACANCY IN THE DEPARTMENT OF HEALTH: ST MARY'S MARIANHILL HOSPITAL: ETHEKWINI**

#### **CIRCULAR MINUTE: SMMH 02/2024**

The contents of this Circular Minute must be brought to the notice of all eligible 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 this circular minute even if they are absent from their normal places of work.

#### **DIRECTIONS TO CANDIDATES**

The following documents must be submitted: -

- (a) Application for Employment form (Z83) i.e. the most recent form, obtainable at any Government Department or from website –[www.kznhealth.gov.za](http://www.kznhealth.gov.za). The Z83 form must be completed in full, failure to do so may result in disqualification.
- (b) A detailed Curriculum Vitae (CV) and Certificate/s of Service from previous employer/s endorsed by Human Resources.
- (c) Applicants are not required to submit copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only.
- (d) Copies of educational qualifications, Identity/passport Documents, and professional registration certificates need not be certified as only shortlisted candidates will be requested to supply certified copies.
- (e) It is the applicant's responsibility to have a foreign qualification, which is the inherent requirement of the job, evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.
- (f) Applications may be hand delivered, submitted via post and emailed to [StMarysHospital.HRJobApplication@kznhealth.gov.za](mailto:StMarysHospital.HRJobApplication@kznhealth.gov.za)

2. The reference number and position for which you are applying (as stated in the advert) must be clearly indicated in the column provided on the form Z83.

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

- a) Please note that due to a large number of applications received, applications will not be acknowledged. However, should you not receive any response after three (03) months from the closing date of this advert; consider your application as unsuccessful.
- b) People with disabilities should feel free to apply for the posts.



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- c) 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,
- d) Verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).
- e) The Department reserves the right not to fill the post/s.

**This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the department.**

**PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS NO S&T CLAIMS WILL BE PAID**

**Enquiries : Mrs FE Dlamini (Deputy Manager Nursing)**  
**Telephone : 031 717 1000**

**Closing Date : 23<sup>rd</sup> September 2024**

**Application to be forwarded to: Human Resources Department  
St Mary's Mariannhill Hospital  
Private Bag X16  
Ashwood, 3605**

**OR Hand delivered to: The Human Resource Manager  
1 Hospital Road  
Mariannhill  
3610  
Attention: Mr L.K. Shozi**

**Original Signed CEO**

**10<sup>th</sup> September 2024**

**CHIEF EXECUTIVE OFFICER**

**Date**



## **KWAZULU-NATAL PROVINCE**

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<b>POST</b>	:	<b>PROFESSIONAL NURSE GENERAL WITH MIDWIFERY (GRADE 1)</b>
<b>CENTRE</b>	:	<b>ST MARY'S DISTRICT HOSPITAL MARIANNHILL</b>
<b>SECTION</b>	:	<b>LABOUR WARD</b>
<b>NO OF POSTS</b>	:	<b>01</b>
<b>REFERENCE NO</b>	:	<b>SMMH /NURS/02/2024</b>
<b>SALARY</b>	:	<b>Grade 1      R307 473.00 – R362 187.00 per annum</b>
<b>BENEFITS</b>	:	<b>13<sup>th</sup> Cheque Medical aid and housing allowance (optional and provided incumbent Meets the requirements)</b>

### **MINIMUM REQUIREMENTS FOR GRADE 1 POST:**

- Senior Certificate
- Diploma / Degree in general nursing and midwifery or equivalent Qualification that allows registration with the SANC as a Professional Nurse with Midwifery
- Registration with S.A.N.C. as a Professional nurse and midwife
- Current South African Nursing Council receipt – license to practice (2024)
- Proof of current and previous experience endorsed by Human Resources

### **KNOWLEDGE AND SKILLS**

- Knowledge of nursing care processes and procedures, nursing statues and other legal framework such as: Nursing Act, Health Act, Patient's Rights Charter, Batho Pele Principles, Public Service Regulations, Labour Relation Act, Disciplinary Code and Procedure, etc.
- Good skills in: Communication, report writing, facilitation, co-ordination, planning & organizing, decision making, computer usage.
- Ability to formulate patient related policies.
- Basic understanding of HR and Financial policies and procedures.
- Team building and cross cultural awareness.

### **KEY PERFORMANCE AREAS**

- Provision of quality patient care through setting of standards, policies and procedures
- Conduct antenatal and post-natal assessment and care including patients infected by COVID-19
- Implement maternal and obstetric policies and guidelines.
- Promote & maintain baby friendly status.
- Implement all obstetric programs (i.e. PIPP, CHIPP, PMTC, CARMA, MBFI, ESMOE) etc.
- To provide nursing care that leads to improved service delivery by upholding Batho Pele Principles and patients' rights.
- Provide and manage all resources within the unit cost effectively and ensure optimum service delivery.
- Create and maintain complete and accurate patient records and registers.



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- Implementation of the Norms and Standards as well as Ideal Facility Standards.
- Participate in the implementation of Nursing and Clinical Care Plan.
- Assist to avert potential medico-legal risks in the Labour Ward.

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**Enquires: Mrs FE Dlamini  
Deputy Manager Nursing**

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**Original Signed by CEO**

**10<sup>th</sup> September 2024**

**CHIEF EXECUTIVE OFFICER**

**DATE**