KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE

Private Bag **X54318, Durban, 4000**
83 King Cetshwayo Highway, Durban, 4001
Tel: 031- 273 5281 Fax : Email: Mbali.mkhize@kznhealth.gov.za
www.kznhealth.gov.za

ETHEKWINI DISTRICT OFFICE : HUMAN RESOURCE

Enquiries: Mrs. N.F. Mapumulo
Date: 20 July 2026

ADVERTISEMENT

TO: ALL HEADS OF INSTITUTIONS AND DEPARTMENTS, All employees and community

VACANCIES IN THE DEPARTMENT OF HEALTH: ETHEKWINI DISTRICT OFFICE

The content of this circular minute must be brought to the attention of all eligible personnel and employees in your establishment without delay. Institutions must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal places of work.

DIRECTION TO CANDIDATES

1. The following documents must be submitted:
   - Application for employment Z83 which can be obtainable from any Government Department or from website www.kznhealth.gov.za. Z83 form must be fully completed and signed.
   - Curriculum Vitae
   - Applicants need not to send certified copies of highest educational qualifications, ID document and Driver's license, only shortlisted candidates will be required to submit certified copies
2. The reference number of the post must be indicated in the column provided in the Z83.
3. This department is an equal opportunity; affirmative action employer whose aim is to promote representability in all occupational categories in the Department. **People with disabilities are encouraged to apply.**
4. The appointment is subject to positive outcome obtained from the State Security Agency (SSA) to the following checks:
   - Security Clearance
   - Citizenship
   - Qualifications, CIPC checks and
   - Previous employment experience
5. Please note that due to the large number of applications received, applicants will not be acknowledged and should you not receive response after 4 weeks from the closing date of this advertisement, consider your application as being unsuccessful.
6. Please note that due to financial constraints, no S&T payments will be considered to candidates that are invited for the interview.
7. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs.

Applicants can submit their Z83 and CV directly to the following email address of EThekwini District Health Office .EthekwiniDistrictHealth.HRJobApplication@kznhealth.gov.za

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

Original signed by District Director

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MS. E.S. MBAMBO
DISTRICT DIRECTOR
ETHEKWINI DISTRICT OFFICE

POST	**:**	**Professional Nurse- (2 months contract)**
COMPONENT	**:**	HPV Campaign
NO OF POSTS	**:**	05 Posts
REFERENCE NO	**:**	ETH DO 01/2026
REMUNERATION	**:**	R337 359.00 per annum plus 37 % of service benefits

MINIMUM REQUIREMENTS FOR THE POST

- Matric Certificate or Grade 12
- An appropriate B Degree / National Diploma in General Nursing and Midwifery.
- Registration Certificate with SANC as General Nurse.
- Current registration with SANC

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- The incumbent of this post should have good understanding of the HPV Programme
- Knowledge of immunisation programme and adverse events and management thereof
- Knowledge of HPV data collection tools and recording
- Ability to work under pressure and independently
- Ability to function as part of a team
- Knowledge of HPV contraindications
- Interpersonal relations
- Good communication skills and interpersonal skills
- Ability to maintain confidentiality

KEY PERFORMANCE AREAS

- Responsible for the Team and management of the vaccination station and be a vaccinator.
- Responsible for managing sub category of nursing staff and volunteers allocated for recording and registration of Learners in schools.
- Distribute consent forms before the vaccination session for Educators to send to parents
- Gather information for the Grade 5 girls' enrolment in public and special schools and Grade 5,6,7 at private and independent schools before the vaccination and development of campaign micro plan.
- Ensure adequate HPV vaccination resources including registers.
- Organize stationery surgical sundries, equipment and transport for the campaign
- Responsible for the safe administration of vaccine and cold chain management.
- Ensure maintenance of infection prevention standards throughout the campaign
- Monitor and report AEFI according to the guideline.
- Network with relevant stakeholders and sustain partnership in school health service delivery by being part of the school health projects e.g. MMC, HCT, My Life My Future Campaign
- Collect, monitor and evaluate daily data
- Submit verified data to facility Operational Manager Nursing or Nurse Service Manager
- Record keeping
- Handling of all queries relating to the programme

Enquiries : Ms T.G. Shozi
Tel. 031 273 5123/ 5516 Extension 5358

CLOSING DATE: 23 JULY 2026

ALL APPLICATIONS SHOULD BE FORWARDED TO:

Hand delivery	**or**	**Posted**
EThekwini District Office		The HR Manager
HR Office 5A11		EThekwini District Office
83 King Cetshwayo Highway		Private Bag X54318
Mayville		**Durban**
Durban		4000
4000		

or emailed to EthekwiniDistrictHealth.HRJobApplication@kznhealth.gov.za

POST	**:**	**Data Capturer- (2 months contract)**
NO OF POSTS	**:**	03 Posts
REFERENCE NO	**:**	ETH DO 02/2026
REMUNERATION	**:**	R201 093.00 per annum plus 37 % of service benefits

MINIMUM REQUIREMENTS FOR THE POST

- Senior Certificate (Grade 12 / Matric)
- Computer literacy MS Word, Ms Excel, Ms PowerPoint and MS Outlook. Proof to be provided

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Must be pleasant, diplomatic, kind and compassionate
- Ability to work under pressure and independently
- Ability to function as part of a team
- Knowledge of HPV data collection tools and recording
- Systematic approach to work activities
- Good communication and interpersonal skills
- Ability to maintain confidentiality
- Ability to type and capture data accurately and efficiently

KEY PERFORMANCE AREAS:

- Visiting schools as part of the HPV team
- Assist with the completion of all consent forms by pupils
- Receipt and verification of all information received as correct
- Capturing of daily statistics in respect of vaccinating of learners at schools within the relevant catchment areas on electronic spreadsheet
- Verification of captured statistics
- Compilation of weekly reports for HPV campaign
- Record keeping

Enquiries : Ms T.G. Shozi
Tel. 031 273 5123/ 5516 Extension 5358

CLOSING DATE: 23 JULY 2026

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EThekwini District Office		The HR Manager
HR Office 5A13		EThekwini District Office
83 King Cetshwayo Highway		Private Bag X54318
Mayville		**Durban**
Durban		4000
4000		

or emailed to EthekwiniDistrictHealth.HRJobApplication@kznhealth.gov.za

POST	**:**	**Staff Nurse (2 Months Contract)**
COMPONENT	**:**	HPV Campaign
NO OF POSTS	**:**	3 Posts
REFERENCE NO	**:**	ETH DO 03/2026
REMUNERATION	**:**	R229 440.00 per annum plus 37 % benefits- **Grade 1**- No Experience required
	:	R272 778.00 per annum plus 37% benefits – **Grade 2**- A minimum of 10 years appropriate/ recognizable experience in nursing after registration with SANC as Staff Nurse
	:	R319 071.00 per annum plus 37% benefits – **Grade 3**- A minimum of 20 years appropriate/ recognizable experience in nursing after registration with SANC as Staff Nurse

MINIMUM REQUIREMENTS FOR THE POST

- Matric Certificate or Grade 12
- Certificate of Enrolment as Staff Nurse.
- Registration Certificate with SANC as Staff Nurse.
- Current registration with SANC

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Good communication skills
- Ability to work under pressure
- Ability to do vision testing, heights and weights
- Knowledge of Batho Pele Principles
- Ability to maintain confidentiality
- Knowledge of HPV data collection tools and recording
- Knowledge of HPV contraindications

KEY PERFORMANCE AREAS

- Conduct vision testing, heights and weights checks
- Distribute consent forms before the vaccination session for Educators to send to parents
- Assist with the completion of all consent forms by pupils
- Vaccination of learners for routine immunization including Tdap, HPV and other immunisations during the outbreak, according to guidelines
- Co-support the school community and stakeholders in creating health promoting schools
- Identification and referral of the children with health problems and barrier to learning to be assessed by a Professional Nurse
- Conduct health education talks to learners
- Provide assistance with data collection and reporting
- Record keeping

Enquiries : Ms T.G. Shozi
Tel. 031 273 5123/ 5516 Extension 5355

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