KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

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DIRECTORATE:
Human Resource Management Services
Recruitment and Selection

Reference : HRM 7/1/2
Enquiries : Mrs N Radebe
Telephone : (033) 395 2055

21 SEPTEMBER 2026

TO: DISTRICT MANAGERS
HOSPITAL MANGERS, COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE No.G30/2026

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.
   (b) A comprehensive CV (with detailed experience).
   (c) Copies of Qualification, Registration Certificates of any board and drivers licence **need not** be submitted when applying for employment.
   (d) Applications can also be done through S'Thesha Waya–Waya obtainable on from website www.eservices.gov.za

2. The Reference Number must be indicated in the column provided on the form Z.83.

NB: (a) Failure to comply with the above instructions will disqualify the applicants. Faxed applications will **NOT** be accepted.

(b) **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).**

3. Reference checking will be done as part of the selection process. (If applicable)

DPSA NOTE: "All candidates found suitable at interview stage will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical

exercise, the selection committee will recommend candidates to attend generic managerial competency assessment (in compliance with the DPSA Directive on implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools"

4. The inclusive remuneration packages indicated on all the enclosed advertised posts consist of basic salary (70% of package), State's contribution to the Government Employees Pension Fund (30% of basic salary) and a flexible portion that may be structured in terms of the applicable rules.

5. Further, it will be required from the respective successful candidates to enter into a permanent employment contract and a Performance Agreement.

6. Persons with disabilities should feel free to apply for any of the posts.

7. 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.

8. Applicants in possession of a 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.

"We strive to create an environment that brings the power of diversity to life and as such, this Department is an equal opportunity, affirmative action employer, whose aim is to promote inclusiveness in all occupational levels in the Department".

CLOSING DATE FOR APPLICATIONS IS 25 SEPTEMBER 2026

HEAD OF DEPARTMENT: HEALTH
KWAZULU-NATAL

DEPARTMENT OF HEALTH: KWAZULU-NATAL

(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.)

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV (with detailed experience). Persons with disabilities should feel free to apply for the post. **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).** Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation. **Applicants:** Please ensure that you submit your application before the closing date as no late applications will be considered. It would be appreciated if you can attach course certificates only applicable to the post requirements. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

POST : **Deputy Director: Special Project Manager : Level 11 (Contract)**

CONTRACT DURATION : **To End of March 2027**

REFERENCE NO. : **G54/2026**

CLUSTER : **Strategic Health Programme**

CENTRE : **Head Office: Pietermaritzburg**

SALARY : **An all-inclusive salary package of R932 292.00 per annum**

REQUIREMENTS FOR THE ABOVE POST:-

- Matric Certificate (Grade 12)
- A National Qualification, Diploma/Degree in Nursing Science (NQF 6 or NQF 7) recognized by SAQA
- Current registration from SANC
- Five (5) years or more experience as a Clinical Programme coordinator
- Computer literacy
- Valid driver's license.

Additional Information:- Experience in coordinating community-based services.

NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED: - The incumbent will provide provincial leadership in coordinating and monitoring community-based services that will be provided by the 6 NPOs in the six districts (Amajuba, eThekwini, iLembe, uGu, uMgungundlovu, and uMzinyathi) in KZN from the date of finalising the recruitment processes to end March 2027.

KEY PERFORMANCE AREAS:- Planning & Scheduling of the 6 NPOs project scope: Defining the project scope, which is- Increase demand for health services, achieve 95-95-95 Targets. Finding missing TB, HIV and Non-Communicable Disease (NCDs) cases amongst children, PLWHIV Campaign Targets, Household contacts and People who previously had TB. Improve immunisation coverage, reduce moderate acute malnutrition (MAM), severe acute malnutrition (SAM) and related mortality through early identification and referral to health care facilities. Set clear milestones for the following target population, Children (0-14), Adolescent and Youth 15-24 yrs (male and female In and Out of School), Key population (LGTBQIA+; CSW, Truck drivers…) and adult men. Outline the tasks, timelines, and budgets required to meet the final objective. **Ensure the effective, efficient, and economical management of allocated resources to the 6 NPOs, ensuring value for money:** Analise evidence of the staff payments and procured goods and services against signed service level agreements. Communicate with finance areas of non-compliance for further assessment by the finance manager and monitor implementation of remedial actions. Conduct quarterly financial assessments visit with the district conditional grant manager to funded organisations, at least once a quarter, and the veracity of the information submitted in monthly reports shall be ascertained. Communicate incorrect and/or inaccurate information in writing to the NPO with the implications that may lead to the withholding of payments. **Identify risk for the project with NPOs and monitor their mitigating strategies:** Identify and track risks with the each NPO. Ensure they develop mitigating for potential roadblocks or disruptions before they impact the project's schedule or budget. Monitor their implementation of mitigating strategies. **Manage communication & Stakeholders:** Act as the central hub for all health services information that will be used by NPOs in the project aligning with policy guidelines. Provide monthly and quarterly status updates to executives, communities, outreach teams, health care facilities, districts and to keep everyone aligned. **Monitoring & Execution:** Supervise progress, ensuring quality standards are met, and making necessary adjustments to keep the NPOs on track. Ensure implementation of population-based interventions and with geographic focus in targeted hotspots and targeted population groups. Work with each district to allocate an area where there is a gap in community-based services and give targets for the duration of the project. Ensure that targets are disaggregated into monthly deliverables based on activities which will be monitored through reports based on the proposed data elements, engagements and support visits. Receive monthly reports from each NPO which include performance against set targets, where these are met or not met, contributing factors will be specified as reasons for deviation. Challenges planned remedial actions and lessons learnt will be part of the report. The reports will be verified by the information system.

CLOSING DATE FOR APPLICATIONS IS **25 SEPTEMBER 2026**

ENQUIRIES: **MRS J NGOZO** **: 033-395 2586**

Interested applicants can visit the following website at www.kznonline.gov.za/kznjobs for full posts details.

"Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address HeadOffice.HRJobApplication@kznhealth.gov.za. *NB//The subject of your e-mail must be the post name that you are applying for.*

Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs."

ALL APPLICATIONS SHOULD BE FORWARDED TO: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 **OR** Hand Deliver to: 330 Langalibalele Street, Natalia Building, **REGISTRY,** Minus 1:1 North Tower
(Attention: Mrs N Radebe)