

**PROVINCIAL ADMINISTRATION: KWAZULU NATAL  
DEPARTMENT OF HEALTH**

**OTHER POSTS**

<b><u>POST 43/86</u></b>	:	<b><u>ASSISTANT MANAGER NURSING (SPECIALITY)(NIGHT DUTY) REF NO: UMG 07/2024</u></b>
<b><u>SALARY</u></b>	:	R715 977 per annum other benefits (medical aid optional), housing Allowance (applicant must meet prescribed requirements)
<b><u>CENTRE REQUIREMENTS</u></b>	:	Umgeni Specialized Psychiatric Hospital: Howick senior certificate/Grade 12 or equivalent. Degree/Diploma in General Nursing and Psychiatry plus Diploma in advanced Psychiatric nursing. A minimum of nine years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 7 years of the period referred to above must be appropriate/recognizable experience after obtaining one year post basic qualification in advanced Psychiatry nursing. A minimum of three years of the period above must be appropriate/recognizable experience at Operational level/supervisory level. "(applicants are not submitting copies/certified copies/attachments/ proof/certificates/ID/Driver license/qualifications on application, only when shortlisted. Computer literacy Recommendations Degree/diploma in Nursing Management will be an advantage. Knowledge And Skills Knowledge of Nursing prescripts, policies, procedures and protocols. Knowledge and experience of the Public Service policies, Mental Health Acts and regulations. Sound management, negotiation, interpersonal relations, disciplinary procedures and basic financial management skills. Good verbal and written communication, problem solving and project management skills. Ability to function well within the team. Sound knowledge of psychiatric patient treatment. Appropriate understanding of nursing scope of practice and nursing standards. Good supervisory skills.
<b><u>DUTIES</u></b>	:	Key Performance Areas Provide guidance and leadership towards the realization of the institutional strategic and operational goals. Delegate, supervise and coordinate the provision of effective and efficient patient care through adequate nursing care within legal framework Coordinate and facilitate the development of quality for all nursing categories within area of supervision. Ensure the implementation of National, Provincial and District Quality Improvement initiatives at hospital level. Participate in formulation of policies, procedures and implementation thereof. Assist in achievement of Ideal hospital and six priority areas within the hospital. Control provision of nursing care in the area of supervision through allocation and supervision of human and financial resources. Monitor and ensure that all nurses are licensed to practice. Ensure implementation of procedures that maintain effective infection control and occupational health and safety measures in accordance with Occupational Health and safety legislation. Carry out regular review and explore opportunities for professional development and ensure training and development of the nursing staff within the zone/area. Deal with grievance and labor relation issues in terms of laid down policies, procedures i.e. manage work place discipline. Monitor the implementation of the employee's performance and development system and deal with identified developmental needs. Ensure security and safety of Mental Health Care users.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mrs ST Chule Tel No: 033-3306146 EXT 113
<b><u>FOR ATTENTION NOTE</u></b>	:	Applications quoting the relevant reference UMG 02/2024 Should be forwarded as follows: The Acting Chief Executive Officer, Department of Health, Umgeni Hospital, Private Bag x 23, Howick, 3290 Mrs ST Chule Applications must be submitted on the prescribed amended Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Persons with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications). Applicants are respectfully informed that, if no notification of appointment is received within 2 months after the closing date, they must accept that their applications were unsuccessful. Applicants are not required to submit copies of qualifications and other relevant documents on the application. Such documents will be requested from shortlisted candidates only. No faxed applications will be considered. Applications can be emailed to <a href="mailto:Siphesihle.moshoeshoe@kznhealth.gov.za">Siphesihle.moshoeshoe@kznhealth.gov.za</a> All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised post are free to apply. Due to financial constraints in the Department no S &T will be paid to candidates invited for interviews.
<b><u>CLOSING DATE</u></b>	:	06 December 2024
<b><u>POST 43/87</u></b>	:	<b><u>OPERATIONAL MANAGER (SPECIALITY) REF NO: UMG 06/2024</u></b>
<b><u>SALARY</u></b>	:	R656 964 - R748 683.per annum other benefits (medical aid optional), housing Allowance (applicant must meet prescribed requirements)
<b><u>CENTRE</u></b>	:	Umgeni Specialized Psychiatric Hospital: Howick

<b><u>REQUIREMENTS</u></b>	:	senior certificate/Grade 12 or equivalent. Degree/Diploma in General Nursing and Psychiatry Nursing. Diploma in advanced Psychiatric Nursing. A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least seven years of the period referred to the above must be appropriate/recognizable experience after obtaining one (1) year post basic qualification in advanced Psychiatric Nursing. Valid driver's license. Computer literacy Recommendations Degree/diploma in Nursing Management will be an advantage Knowledge and Skills Good communication, leadership, interpersonal skills. Conflict management and knowledge of labour relations and disciplinary process/procedures. Human Resources and financial management skills. Knowledge of nursing care processes and procedures. Knowledge of Occupational Health and Safety, Infection Control, risk assessment and Mental Health Care Act, team building and supervisory skills. Appropriate understanding of nursing scope of practice and South African Nursing Council nursing standards.
<b><u>DUTIES</u></b>	:	Key Performance Areas Manage and lead the unit in rendering efficient and professional nursing care as laid down by the Nursing Act. Engages in clinical assessment of Mental Health Care Users in a specialized psychiatric setting. Work effectively, co-operatively, amicably at supervisory level with person of diverse intellectual cultural racial or differences. Ensures provision of optimal, holistic, specialized care in accordance with laws and regulations relevant to nursing and health care in the unit. Participates in training and research with a view to increase body of knowledge in a specialized psychiatric setting. Implement standards, practices, criteria and indicators for quality nursing practices. Maintain constructive working relationships with nursing and other stakeholders. Exercise control and account for expenditure by managing and monitor utilization of human, financial and material resources. Manage the disciplinary and grievance matters including monitoring and managing for absenteeism in terms of laid down policies and procedures. Maintain professional growth/ethical standards and development of self and personnel by analyzing their needs, formulating and implementing the training and development strategies and monitoring its effectiveness. Participate in performance reviews i.e. EPMDs. Participate in health promotion and illness prevention initiatives within the institution.
<b><u>ENQUIRIES</u></b>	:	Mrs. ST Chule Tel No: 033-3306146 EXT 113
<b><u>APPLICATIONS</u></b>	:	applications quoting the relevant reference UMG 06/2024 Should be forwarded as follows: The Acting Chief Executive Officer, Department of Health, Umgeni Hospital, Private Bag x 23, Howick, 3290
<b><u>FOR ATTENTION</u></b>	:	Mrs ST Chule
<b><u>NOTE</u></b>	:	Applications must be submitted on the prescribed amended Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Persons with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications). Applicants are respectfully informed that, if no notification of appointment is received within 2 months after the closing date, they must accept that their applications were unsuccessful. Applicants are not required to submit copies of qualifications and other relevant documents on the application. Such documents will be requested from shortlisted candidates only. No faxed applications will be considered. Applications can be emailed to <a href="mailto:Siphesihle.moshoeshoe@kznhealth.gov.za">Siphesihle.moshoeshoe@kznhealth.gov.za</a> All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised post are free to apply. Due to financial constraints in the Department no S &T will be paid to candidates invited for interviews.
<b><u>CLOSING DATE</u></b>	:	06 December 2024
<b><u>POST 43/88</u></b>	:	<b><u>PROFESSIONAL NURSE (SPECIALITY) REF NO: UMG 08/2024 (3 POSTS)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R451 533 – R530 376.per annum Grade 2: R553 545 – R686 211.per annum other benefits (medical aid optional), housing Allowance (applicant must meet prescribed requirements)
<b><u>CENTRE</u></b>	:	Umgeni Specialized Psychiatric Hospital: Howick
<b><u>REQUIREMENTS</u></b>	:	Senior certificate/Grade 12 or equivalent. Degree/Diploma in General Nursing and Psychiatry Nursing. Diploma in advanced Psychiatric Nursing/Child Nursing Psychiatry. Basic R425 qualification i.e. diploma/degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as a professional nurse. Qualification in psychiatric nursing (R880) for those that hold a bridging to professional nurse qualification(R683). <b>Grade 1:</b> A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing and one year post Basic qualification in Psychiatry/Child Nursing Psychiatry. <b>Grade 2:</b> A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 10 years of the period above must be appropriate/recognizable experience after obtaining a one year post basic qualification in Psychiatry/Child Nursing Psychiatry. At least five years of the period referred to the above must be appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing Knowledge and Skills Knowledge of nursing prescripts, policies, procedures and protocols. Knowledge and experience of the Public Service Policies, Mental Health Acts and Regulations. Sound

management, negotiation, interpersonal relations, disciplinary procedures and basic financial management skills. Good verbal and written communication, problem solving and project management skills. Ability to function well within the team. Sound knowledge of adult and child psychiatric patient treatment. Appropriate understanding of nursing scope of practice and nursing standards. Report writing skills, Ability to function as part of a team, Decision making skills, Computer skills

**DUTIES**

: Key Performance Areas Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Implement a comprehensive nursing care plan/program for the promotion of health, treatment and rehabilitation of patients. Conduct risk assessments on all mental health care users admitted and on an ongoing basis. Conduct psych-social rehabilitation assessments of mental health care users, using specific tools and present findings to the multi-disciplinary team. Analyze PSR tool assessment findings, identify mental health care delivery. Direct, supervise and evaluate health promotion and illness prevention initiatives. Direct, supervise the implementation of the specialized nursing programmes. Train/mentor subordinates on behavior modification, simulation programmes and handling mental health care users with behavioural problems. Support health and safety initiatives in the wards. Ensure continuity of care by providing a comprehensive handover to nursing team. Utilize human, financial and material resources efficiently and effectively. Contribute to the education and professional development of professional nurse general, enrolled nurses and enrolled nursing assistants. Implement the patient safety incident reporting procedure in the wards. Effective complaints management

**ENQUIRIES**

: Mrs. ST Chule Tel No: 033-3306146 EXT 113

**APPLICATIONS**

: Applications quoting the relevant reference UMG 06/2024 Should be forwarded as follows: The Acting Chief Executive Officer, Department of Health, Umgeni Hospital, Private Bag x 23, Howick, 3290

**FOR ATTENTION**

: Mrs ST Chule

**NOTE**

: Applications must be submitted on the prescribed amended Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Persons with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications). Applicants are respectfully informed that, if no notification of appointment is received within 2 months after the closing date, they must accept that their applications were unsuccessful. Applicants are not required to submit copies of qualifications and other relevant documents on the application. Such documents will be requested from shortlisted candidates only. No faxed applications will be considered. Applications can be emailed to [Siphesihle.moshoeshoe@kznhealth.gov.za](mailto:Siphesihle.moshoeshoe@kznhealth.gov.za) All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised post are free to apply. Due to financial constraints in the Department no S &T will be paid to candidates invited for interviews.

**CLOSING DATE**

: 06 December 2024

**POST 43/89**

: **CLINICAL LECTURER PND1/PND2) REF NO: PMMC02/2024 (2 POSTS)**

**SALARY**

: Grade 1: R451 533.per annum

Grade 2: R553 545.per annum 8% In-hospitable area allowance, 13<sup>th</sup> Cheque, Medical Aid (optional), and Housing Allowance (employee must meet prescribed requirements)

**CENTRE**

: Prince Mshiyeni Memorial Campus

**REQUIREMENTS**

: A Diploma /Degree in Nursing and Midwifery or equivalent qualification registered with the South African Nursing Council (SANC) as a Professional Nurse. Post Basic qualification in Nursing Education registered with the South African Nursing Council (SANC). **Grade 1:** A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council (SANC). **Grade 2:** A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with South African Nursing Council (SANC) after obtaining the one (1) year post qualification. Shortlisted candidates will be required to submit proof of current registration with the South African Nursing Council (SANC). Unendorsed valid Code EB driver's licence. Recommendations Masters' Degree in Nursing. Basic Computer Literacy. Post Basic qualification (R212). A minimum of 2 years clinical experience. Knowledge, Skills and Experience Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Have in-depth knowledge of procedure and processes related to nursing and nursing education. Possess sound knowledge and understanding of nursing code of ethics and professional practice. Proficiency in teaching and assessment in Nursing. Education including evaluation approaches. Possess in-depth knowledge of teaching and clinical approaches. Have good research and analytical skills. Possess good communication (written & verbal) and interpersonal skills. Competence in conflict management and problem solving skills. Willingness to travel.

**DUTIES**

: Provide effective and efficient clinical training of student nurses. Develop/design, review and evaluate clinical evaluation tools. Coordinate clinical learning exposure of student nurses between the campus and clinical area. Implement assessment strategies to determine student

nurses competencies. Exercise control over student nurses. Implement the quality management system for the Nursing Education Institution. Implements the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) and Recognition of Prior Learning (RPL) activities at the Campus. Participate in curriculum development and review. Support the mission and promote the image of the college. Exercise control over students.

**ENQUIRIES  
APPLICATIONS**

: Mrs R Bridgemohan Tel No: (031) 907 8314  
 : Interested applicants can visit the following website at [www.kznonline.gov.za/kznjobs](http://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](http://www.kznonline.gov.za/kznjobs) or submit their Z83 and CV directly to the following email address: [Nompumelelo.mkhwanazi@kznhealth.gov.za](mailto:Nompumelelo.mkhwanazi@kznhealth.gov.za). Applications should be directed to: The Registrar: Prince Mshiyeni Memorial Campus, Private Bag X10, Mobeni, 4060.

**FOR ATTENTION  
NOTE**

: Miss.NP Mkhwanazi  
 : Applications must be submitted on the most recent prescribed Z83 application form for employment obtainable from all Public Service Departments or from website-[www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The reference number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. Faxed and emailed applications will not be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Shortlisted candidates in possession of a foreign qualification will be required to submit an evaluation certificate from the South Africans Authority (SAQA). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Please note that communication will only be entered into with candidates that have been shortlisted. If you have not heard from us within two months after the closing date, please consider your application as being unsuccessful. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.

**CLOSING DATE**

: 06 December 2024

**POST 43/90**

: **PROFESSIONAL NURSE WITH MIDWIFERY REF NO: NDH 11/2024 (5 POSTS)**

**SALARY**

: Grade 1: R307 473 – R362 187.per annum  
 Grade 2: R375 480 – R442 296.per annum  
 Grade 3: R451 533 – R578 826.per annum. Other benefits: 13<sup>th</sup> cheque, housing allowance (employees must meet the prescribed requirements medical aid optional)

**CENTRE  
REQUIREMENTS**

: Northdale Hospital  
 : Senior Certificate (Grade 12) or equivalent qualification plus, Diploma or Degree in General Nursing and Midwifery. Current registration with SANC as a general nurse and midwifery. Grade 1: No Experience, Grade 2: A Minimum of ten (10) years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC in General Nursing. Grade 3: A Minimum of twenty (20) years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC in General Nursing. NB: Only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge, Skills and Experience: Knowledge of Public Service Policies, Acts and regulations. Knowledge of SANC rules and regulations. Good communication, leadership, interpersonal and problem-solving skills, Computer Literacy. Knowledge of Code of Conduct Labour Relations, Conflict management and negotiation skills. Ability to function well within a team. Skills in organizing, planning and supervising. Knowledge of Batho Pele principles and Patients' Rights Charter. An updated knowledge of the priority programmes and the management thereof. Patient Safety Incidents. Data compilation, verification and capturing for PMTCT and all priority programs. Contribute to the improvement of MCHW indicators

**DUTIES**

: Key Performance Areas: Assist with the implementation of the UN Millenium Development Goals e.g. reducing child mortality and the Saving Mothers Initiative. Demonstrate effective communication with patients, supervisors, other Health Professionals and junior colleagues, including report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably with persons of diverse Intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure quality nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Demonstrate basic computer literacy as a support tool to enhance service delivery. Co-ordinate the integration of MCWH. Improve maternal and child health by initiating all the relevant programmes. Enhance the Saving Mothers programme. Assist with the reduction of maternal and neonatal mortality and morbidity rates. Knowledge of ESMOE that is the essential steps in the management of obstetrical emergencies. Oversee the maternity department in the absence of the Operational Manager or when the need arises.

Knowledge of Patient Safety Incidents and management thereof. Demonstrate a basic understanding of HR and financial policies and Practices. Execute quality care in a specialized unit in accordance with the scope of practice and nursing standards. Must be able to handle surgical and obstetrical emergencies. Data compilation, verification and capturing for PMTCT and all priority programs. Contribute to the improvement of MCHW indicators. Manage peri-operative care delivery. Partake in the resuscitation and stabilizing of critically injured and ill patients. Participation in implementation of National Core Standards. Participate in clinical audits and data management meetings. Ensure accurate record keeping. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Ensure self and staff development through in service training.

**ENQUIRES  
APPLICATIONS**

: MR ZC Biyela Contact: 033 387 9010  
:  
: Applications to be posted to: The Human Resource Department, Northdale Hospital Private Bag X 9006, Pietermaritzburg, 3201, For the attention of Mrs NR Madlala. Applications may also be hand delivered to 1389 Chota Motala Road, Pietermaritzburg, 3201, Northdale Hospital, Human Resource Practices. Applicants may also apply online via the S'thesha Waya Waya – KZN Online recruitment portal at (<https://www.eservices.gov.za>).

**CLOSING DATE**

: 13 December 2024