



Reference: HRM 7/1/2  
Date : 17 April 2023

**TO: DISTRICT MANAGERS  
HOSPITAL MANAGERS, COMMUNITY HEALTH CENTRE MANAGERS  
HEADS OF INSTITUTION  
HEAD OFFICE MANAGERS**

**VACANCIES IN THE DEPARTMENT OF HEALTH**

**CIRCULAR MINUTES No. DPKISMH 09/2023**

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 New version**), which is obtainable at any Government Department **OR** from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za).
  - (b) **Comprehensive** CV (with detailed experience, full details of qualifications and professional registration status, where applicable.)
  - (c) Applicants are not required to submit copies of qualification and other relevant supporting documents. **Only shortlisted** candidates will be required to submit certified copies of all educational qualifications and other relevant supporting documents.
2. The Reference Number must be indicated in the column provided on the form Z.83.
3. **Persons with disabilities should feel free to apply for the post.**

- NB:**
- (a) Failure to comply with the above instructions will disqualify applicants. E-mailed applications will ***in the Interim 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 previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).**

4. 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.
5. 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.

**(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 this institution will not reimburse candidates for S & T claims for attending interviews.***

**CLOSING DATE FOR APPLICATIONS IS 05 May 2023**



**CHIEF EXECUTIVE OFFICER  
DR PIXLEY KA ISAKA SEME MEMORIAL HOSPITAL  
KWAZULU-NATAL  
DATE: 17 April 2023**

**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 **new** prescribed Application for Employment form (Z83) which must be originally signed and dated. Applications received on the incorrect Z83 form **will not be considered**. All required information on the Z83 form must be provided. **Detailed Curriculum Vitae** must accompany the application from Z83. The Reference Number must be indicated in the column (Part A) provided 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. **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 and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).**

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. 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. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

***(NB) THE EMPLOYMENT EQUITY FOR THE POSTS BELOW IS AN AFRICAN MALE***

**POST** : Medical Specialists Grade1, 2 or 3

**REFERENCE NO:** DPKISMH 14/2023

**COMPONENT** : Anesthetics

**NO OF POSTS** : 01

**SALARY NOTCH** : GRADE 1: R1 156 308.00 – R1 227 255.00 pa (All-inclusive salary package)  
: GRADE 2: R1 322 100.00 – R1 403 235.00 pa (All-inclusive salary package)  
: GRADE 3: R 1 534 356.00 – R1 918 284.00 pa (All-inclusive Salary package)

(All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.)

**OTHER BENEFIT (S):** Compulsory Commuted Overtime & Medical Aid (Optional)

- **GRADE 1:** Appropriate qualification **Plus** registration with HPCSA as a Specialist. No experience required.
- **GRADE 2:** Appropriate qualification **Plus** five (05) years post registration

experience as a Medical Specialist in Anesthetics.

- **GRADE 3:** Appropriate qualification **Plus** ten (10) years post registration experience as a Medical Specialist in Anesthetics

#### **MINIMUM REQUIREMENTS:**

- Senior Certificate /Grade 12 or equivalent
- An appropriate tertiary qualification (MBCHB) or equivalent **Plus**,
- Registration certificate with HPCSA as a Medical Specialist in Anaesthetics **Plus**
- Current registration with HPCSA as a Specialist (**2023 receipt**).
- FCA (SA) or MMed (Anaes)
- Certificate of Service endorsed by Human Resource Department must be attached.
- All successful candidates will have to spend minimum 1 year in service

#### **KNOWLEDGE SKILLS TRAINING AND COMPETENCIES REQUIRED**

- Sound clinical knowledge within the department of Anaesthesiology.
- Good communication and human relations
- Sound knowledge of clinical procedures and protocols within the discipline
- Assessment and management of patients.
- Participate in continuing professional development.
- Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.

#### **KEY PERFORMANCE AREAS**

- To execute duties and functions with proficiency, to support the aims and objectives of the institution that are consistent with standards of patient care and to perform duties / functions that fall within the reasonable prescripts of acceptable legislation.
  - Knowledge of current Health and Public Servants legislation, regulation and policy, including Medical Ethics, Epidemiology and Statistics
  - Ability to provide Specialist Anaesthetic consultation and services.
  - Accept responsibility for administration of anaesthesia.
  - Assess patients, plan, initiate and supervise medical care management.
  - Align clinical service delivery plans with hospital plans and priorities.
  - Willingness to participate in the after-hours call system, with an undertaking to sign a contract to participate in commuted overtime per week, is essential.
  - Develop, maintain and audit the correct implementation of clinical protocols and guidelines.
  - Implement and maintain an efficient, effective and seamless service delivery process within the Institution and referring facilities
  - Plan and provide continuous medical education to multidisciplinary team members and conduct and stimulate research
  - Supervision of postgraduate and undergraduate training
  - Participate in postgraduate and other relevant academic / and training programmes.
  - Participate in the continued medical education programme in the institution.
  - Manage EPMDS of junior staff.
  - Participate in the extended management activities.
  - Develop, implement and monitor quality improvement programmes.
  - Develop and participate in the outreach/in reach programmes.
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- Engage in academic research culminating in the publication of papers in scientific journals or the presentation of the results of such research at scientific congresses
  - Provide support to the Head of Department, in ensuring an efficient standard of patient care and services are maintained.
  - Leadership and decision-making abilities as well as problem solving and conflict management
  - Knowledge of Human Resource management.
  - Information management and quality assurance
  - Ensure the proper and economical use of equipment and other resources

**ENQUIRIES: Dr ZN Moyce: HCU: Anaesthetics – Tel N0: 031 530 1423**

**DUE TO THE CLOSURE OF THE POST OFFICE IN KWAMASHU, NO POSTED APPLICATIONS ARE CURRENTLY ALLOWED.**

**ALL APPLICATIONS SHOULD BE EMAILED TO:**

***Pixley. [Recruitment@kznhealth.gov.za](mailto:Recruitment@kznhealth.gov.za)***

**Or**

***Hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu***

**Or**

***Couriered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu***