



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

**DIRECTORATE:
Human Resources**

Queen Nandi Regional Hospital

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29 Union Street, Empangeni, 3880
Tel 035 9077000 Ext 7023/22/21/20 Fax: 035 772 1365
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Reference No: HRM 7/1/2
HR Enquiries: Mrs BW Ntsele
Contact Tel No: (035) 9077023/22/21/20

VACANCIES IN THE DEPARTMENT OF HEALTH: QUEEN NANDI REGIONAL HOSPITAL

CIRCULAR MINUTE NO QNRH 10 (Year 2023)

The contents of this Circular Minute must be brought to the notice of all eligible employees on the establishment of all institution. 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 away from their normal places of work.

DIRECTIONS TO CANDIDATES:

1. The following documents must be submitted:
 - The most recent Z83 application form for employment which is obtainable at any Government Department or the website : www.kznhealth.gov.za, The Z83 form must be completed in full, failure to do so may results in disqualification. .
 - **Detailed** Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV.
 - Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only.
 - The reference number must be indicated in the column provided on the form Z83 as per job advertisement **e.g.** EMP 27/2011.
2. People with disabilities should feel free to apply.
3. Please note that due to a large number of applications envisaged to be received, applications will not be acknowledged. Only shortlisted candidates will be communicated.
4. Employment Equity Target : African Male
5. Fingerprints will be taken on the day of the interview
6. The social media accounts of shortlisted applicants may be assessed.
7. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered).
8. The department is an equal opportunity, affirmative active employer, whose aim is to promote representability in all occupational categories in the Institution.

The appointment is subject to positive outcome obtained from the NIA to the following checks: pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening.



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Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply:

- *Subsistence & Travelling (S&T) allowance claims will not be processed.*
- *Resettlement and or relocation claims will not be paid*
- *The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty.*
- *Interim accommodation in a form of Bed and Breakfast or Hotel Accommodation will not be provided*

NB: Management reserves the right to allocate employees outside the appointed domain as determined by service delivery demands.

CLOSING DATE OF APPLICATIONS: 07.07.2023

All applications must be forwarded to:

THE HOSPITAL CEO

QUEEN NANDI REGIONAL HOSPITAL
PRIVATE BAG X20005, EMPANGENI,
3880

Attention: Human Resource Office

OR

Hand Delivered Applications (HR office hours: 07h00 to 16h00 – Monday to Friday)

QUEEN NANDI REGIONAL HOSPITAL
29 Union Street
EMPANGENI
3880

Original copy signed & dated

ACTING HOSPITAL CEO



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RE-ADVERTISEMENT

POST : Head Clinical Unit (Medical) Grade 1 (1 Post)
DEPARTMENT : ANAESTHETICS & CRITICAL CARE SERVICES
CENTRE : QUEEN NANDI REGIONAL HOSPITAL
REFERENCE NO. : EMP21/2023

REMUNERATION

Grade 1: Salary Scale R1 887 363.00 – R2 001 927.00

(Consist of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules)

Other Benefits:

- 18% In-Hospitable Allowance of basic salary
- Commuted Overtime (Group 2 - Compulsory)

MINIMUM REQUIREMENTS:

- The appointment to Head Clinical Unit (Medical): Grade I, requires appropriate qualification (Specialist in Anaesthetics).
- Registration certificate with HPCSA, plus 5 years' experience after registration with HPCSA as a Medical Specialist in Anaesthetics
- HPCSA Current registration (2023-2024)

KNOWLEDGE, SKILLS, ATTRIBUTES AND ABILITIES

- Possess sound knowledge of Human Resources Management, budgeting, programme, planning, implementation and evaluation, information management and quality assurance programmes.
- Knowledge of current Health and Public Service legislation, regulations and policies including medical ethics, epidemiology and statistics.
- Good communication skills, leadership, decision making and clinical skills.
- Sound knowledge of clinical procedures and protocols.
- Assessment and management of critical ill patients.
- Have the ability to evaluate new technologies and decide on the cost effective implementation thereof.
- Ability and experience in teaching, research and administration.
- Willingness to provide after hour specialist services.

KEY PERFORMANCE AREAS

- Effective overall management of the service, their organization and monitoring to identify needs and to formulate and implement staffing and health care programmes.
- Provision of consultative service.
- Development of and implementation of guidelines, protocols and clinical audits, revising as needed, to optimize patient care within available resources.
- Management and control of equipment.
- Optimize use of Human and other resources
- Strategize and implement outreach programmes.
- Actively involved in undergraduate and postgraduate academic programmes in conjunction with UKZN

Enquiries can be directed to: Dr M Samjowan : Tel 035 907 7008

Closing Date: 07.07.2023



RE-ADVERTISEMENT

POST : **MEDICAL SPECIALIST GRADE 1/2/3 (1 Post)**
DEPARTMENTS : **ANESTHETICS & CRITICAL CARE**
CENTRE : **QUEEN NANDI REGIONAL HOSPITAL**
REFERENCE NO. : **EMP 12/2023**

REMUNERATION : **Grade 1: R1 214 805.00 – R1 288 095.00 p.a.**
Grade 2: R1 386 069.00 – R1 469 883.00 p.a.
Grade 3: R1 605 330.00 – R2 001 927.00 p.a.

SALARY PACKAGE: (All-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules).

Other Benefits:

- 18% In-Hospitable Allowance of basic salary
- Commuted Overtime (Conditions attached)

APPOINTMENT REQUIREMENTS:

Grade 1

- An appropriate qualification that allow registration with HPCSA as a Medical Practitioner
- An appropriate **qualification** that allow registration with HPCSA as a Medical Specialist in Anaesthetics
- Registration certificate with HPCSA as Medical Specialist in Anaesthetics
- Proof of current registration (annual registration card) should be attached
- No experience required for Grade 1
- **Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions of South Africa.**

Grade 2

- An appropriate qualification that allow registration with HPCSA as a Medical Practitioner
- An appropriate qualification that allow registration with HPCSA as a Medical specialist in Anaesthetics
- Registration certificate with HPCSA as Medical Specialist in Anaesthetics
- Proof of current registration (annual registration card) should be attached
- Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Anesthetics.

Grade 3

- An appropriate qualification that allow registration with HPCSA as a Medical Practitioner
- An appropriate qualification that allow registration with HPCSA as a Medical Specialist in Anesthetics
- Proof of current registration (annual registration card) should be attached
- Minimum of 10 years relevant experience after registration with HPCSA as a Medical specialist in Anesthetics.

KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:

- Sound Clinical Knowledge, Competency and Skills in Radiology practices.
- Sound knowledge of medical Ethics.
- Effective communication skills, leadership and decision making qualities.
- Effective teaching and supervisory skills.



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- Good knowledge of current Health and Public Service legislation, Regulations and Policies.
- Good data management and record keeping abilities.
- Sound knowledge of Clinical Governance Practices and Guidelines.

KEY PERFORMANCE AREA:

- Strengthen and deliver Anesthetics clinical services in the Department of Anesthetics & Critical Care at QNRH.
- Provide support for the Clinical Unit Head in the management of the Anesthetics Department, including human and financial resources.
- Provide support for the Executive Head of Anesthetics in strategic and financial oversight of clinical services, participate in and provide technical support in regional and provincial child activities
- Assist with Anesthetics services coordination between levels of care.
- Assist in quality improvement activities including clinical audit, data management, monitoring and evaluation.
- Actively participate in the academic under- and post-graduate Anesthetics training program (including medical student's clinical teaching).
- Perform and supervise Anesthetics operational research activities in the Department of Anesthetics at QNRH
- Perform overtime as required in Anesthetics Department and outreach activities to district hospitals

Enquiries can be directed to: Dr M. Samjowan Tel 035 907 7008

Closing Date: 07.07.2023