

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

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the department.

ERRATUM: Department of Health: Kindly note that the post of Diagnostic Radiographer, Radiology Department (**For Greys Hospital**) with Ref No: GS 40/22 was advertised in Public Service Vacancy Circular 27 dated 22 July 2022, The salary indicated has been amended to Grade 1: R322 746 per annum Grade 2: R407 664 per annum, Grade 3: R 445 752 per annum

OTHER POSTS

<u>POST 28/150</u>	:	<u>HEAD CLINICAL DEPARTMENT (MEDICAL) GRADE 1 REF NO: NGWE 27/2022</u> Department: Internal Medicine
<u>SARARY</u>	:	R2 193 837 – R2 328 450 per annum. 13 th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 18% In-hospitable area allowance. All-inclusive salary package per annum (70% of basic salary and 30% benefits i.e. flexible portion that can be structured in terms of applicable rules). Commuted overtime which is determined by service delivery needs of the department.
<u>CENTRE REQUIREMENTS</u>	:	Ngwelezana Tertiary Hospital Senior Certificate/Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine. Appropriate tertiary qualification in the Health Science (MBChB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine. A minimum of 7 years appropriate experience as a Medical Specialist in Internal Medicine after registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist. Knowledge, Skills, Attributes and Abilities Appropriate specialist procedures and protocols within field of expertise. Understanding of basic Human Resource matters including Labour Relations. Control of budget, monitoring expenditure and project management. Assessment, diagnose and management of patients within the field of expertise. Managerial and financial management skills. Computer skills. Driving skills. Problem solving skills. Concern of excellence. Courtesy and interpersonal relation skills. Stress tolerance and innovation skills. Awareness of cross-cultural differences. Valid driver's license.
<u>DUTIES</u>	:	Overall management of internal medicine specialist services within Region 4 (King Cetshwayo, Zululand and Umkhanyakude Districts) to ensure equitable distribution of all resources to achieve optimal patient care within defined levels of institutional responsibility. Render efficient and cost-effective internal medicine services to patients managed by Ngwelezana Hospital, Queen Nandi Regional Hospital, and District Health Care Services in Region 4 and Primary Health Care Services in Umhlathuze Sub-District. Strengthen and ensure continuous clinical governance for internal medicine services within the area of jurisdiction. Ensure rational use of resources including laboratory investigations, medication, consumables and equipment. Deliver effective and efficient administration of the internal medicine department. Plan and partake in the training of staff including registrars, medical officers, Community service officers. Interns and undergraduate medical students and also support relevant clinical research, clinical trials and other activities. Develop tertiary services within the field of internal medicine. Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Conduct out-patient specialist clinics and in-patient and provide expert opinion where required. Monitor services rendered to hospital patients in this discipline, undergraduate and postgraduate teaching and training, development and supervision of research projects and academic outreach. Ensure provisioning of a 24-hour service in internal medicine. Provide vision, strategic direction and inspire employees to deliver excellent, quality health services. Manage the performance of allocated human resources. Ensure that working environment complies with Health and Safety Act, staffs adhere to the safety precautions and that staff is maintained to attain optimal productivity. Formulate and

manage protocols in accordance with Department of Health policies that will have a positive impact on staff and ensure that staff is aware and adhere to protocols. Compile medium and long term expenditure framework and implement fiscal control measures on an ongoing basis. Provide measures and guidance on quality assurance to comply with the set quality standards. Generate reports, plans, presentations and perform other administrative duties attached to this position. Strengthen partnership with relevant stakeholders i.e. Medical School, Referral Hospitals, Research Council, etc. Maintain clinical, professional and ethical standards.

- ENQUIRIES** : Dr. RS Moeketsi Tel No: 035 901 7260
- APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.
- FOR ATTENTION** : Mr MP Zungu
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website 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. 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 6 months after the closing date, they must accept that their applications were unsuccessful. 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. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date.
- CLOSING DATE** : 15 August 2022
- POST 28/151** : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1 REF NO: NGWE 28/2022**
Department: Radiology
- SALARY** : Grade 1: R1 754 739 – R1 862 412 per annum. 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 18% In-hospitable area allowance. All-inclusive salary package per annum (70% of basic salary and 30% benefits i.e. flexible portion that can be structured in terms of applicable rules). Commuted overtime which is determined by service delivery needs of the department.
- CENTRE** : Ngwelezana Tertiary Hospital
- REQUIREMENTS** : Senior Certificate / Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Radiology. Appropriate tertiary qualification in the Health Science (MBChB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Radiology. A minimum of 3 years appropriate experience as a Medical Specialist in Radiology after registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist. Knowledge, Skills, Attributes and Abilities Appropriate specialist procedures and protocols within field of expertise. Understanding of basic Human Resource matters including Labour Relations. Control of budget,