



## VACANCY ADVERTISEMENT

### Vacancy Information Download

Reference Number:	KZNPG/20231031/1225
Advert Reference Number:	DANCHC 41/2023
Job Title:	OPERATIONAL MANAGER NURSING (PHC)
Job Level:	10
Vacancy Type:	Internal & External
Salary:	R627 474.00 - R703 752.00
Department:	KZN HEALTH
Component:	DANNHAUSER CHC
Employment Type:	Permanent
Center:	DANNHAUSER CHC
Number Of Posts:	1

#### Duties/Responsibilities:

.Facilitate provision of comprehensive package of service at PHC level including priority programme and Quality Improvement Programmes.  
.Develop Clinic Operational Plan, monitor the implementation and submit progress reports.  
.Participate in the implementation of the nursing plan (Clinical practice/quality patient care).  
.Participate in clinical audits in the facility and ensure implementation of the quality improvement plans supported by strong work ethics.  
.Implement standards, practices, criteria and indicators for quality nursing (Quality of practice).  
.Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care.  
.Maintain a constructive working relationship with nursing and other stakeholders.  
.Provide direct and indirect supervision of all nursing staff/housing keeping staff and give guidance.  
.Ensure continuity of patient care on all levels e.g. work book, handover and rounds.  
.Ensure effective utilisation of human resources, material and physical resources efficiently and effectively.  
.Render health services in the community by implementing Community Oriented Primary Care.  
.Supervise and ensure the provision of an efficient patient care through adequate nursing care at the clinic.  
.Ensure Batho Pele principles, National Core standards and ideal Clinic priorities are implemented.  
.Provide safe therapeutic environment that allows for the practice of safe nursing care as laid down by nursing act and Occupational Health and Safety Act.  
.Compile monthly, quarterly statistics and other reports.

#### Qualifications and Experience:

Standard 10/Grade 12(Senior Certificate). Basic R425 qualification (i.e. Degree/Diploma in General Nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse.  
Post basic qualification with duration of at least 1 year in curative skills in Primary Health Care accredited with SANC.  
A minimum of 9 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing.  
At least 5 years of the period referred to above must be appropriate/ recognizable experience after obtaining a 1 year post-basic qualification in PHC.  
Current registration with SANC as a Professional Nurse (2023).

#### Essential Knowledge, Skills and Competencies Required:

.Knowledge of Nursing care processes and procedures, Nursing Acts, Health Act, Nurses Pledge, Patient's-Right charter, Batho Pele principles etc. Nursing statutes and relevant legal framework.  
.Knowledge and understanding of legislative framework governing the public services. Knowledge of HR, Finance, Skills development, Labour Relations, Public Service.  
.PHC Guidelines and other prescripts.  
.Conflict, change and people management.  
.Disciplinary code and procedure, Grievance Procedure, Human Resource Policies, Hospital generic and specific policies.  
.Leadership, organisational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework, supervisory and communication skills.  
.Good report writing and facilitation skills.  
.Team building and cross cultural awareness. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills.  
.Sound knowledge of the National Core standards (OHSC) and Data Management.  
.Sound knowledge of health programme run at the PHC level.  
.Insight into procedures and policies pertaining to nursing care.  
.Financial and budgetary knowledge pertaining to the relevant resources under management.  
.Computer skills in basic programmes.

#### Additional Information

Applicants are required to submit proof of current and previous work experience/ Certificate of Service endorsed and stamped by Human Resources

#### How to apply

To apply please log onto the e-Government Portal: <https://www.eservices.gov.za/> and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on “Employment & Labour”;
5. Click on “Recruitment Citizen” to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access <https://www.eservices.gov.za/>, then follow the below steps:

1. Click on “Employment & Labour”;
2. Click on “Click on KZN Provincial Government e-Recruitment Vacancies, S’Thesha Waya Waya”;
3. Log in using your username and password;
4. Click on “Recruitment Citizen” to create profile, update profile, browse and apply for jobs;

For support, please send an email to: [KZNHelpDeskRecruit@KZNpremier.gov.za](mailto:KZNHelpDeskRecruit@KZNpremier.gov.za)

Closing Date : 21 Nov 2023

#### Disclaimer

## DISCLAIMER FOR KZN E-RECRUITMENT SYSTEM

- a) The KwaZulu-Natal Provincial Government and all KwaZulu-Natal Provincial Public Entities are equal opportunity, affirmative action employers, and preference may be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. The filling of posts may also be guided by the Departments/ Entities Employment Equity plan/targets.
- b) If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- c) Applications received after the closing date will not be considered.
- d) Please clearly indicate the name of the post and reference number of the position for which you are applying.
- e) Applicants applying for posts in KZN Government Departments via the online e-Recruitment system, must upload a copy of their CV onto the system. Certified copies of supporting documents need not accompany your application and CV, as these will be requested from shortlisted applicants only.
- f) Applicants applying for posts in KZN Public Entities via the online e-Recruitment system, must upload copies of all documents, including certified copies of all documents stipulated in the advert of the Public Entity.
- g) It is the responsibility of the applicant to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA), prior to the time the qualification documents are requested to be submitted to the KZN Provincial Department or Public Entity.
- h) Only candidates who meet the requirements may apply.
- i) Appointment is subject to verification of the qualifications of the applicant, reference checking, and securing a positive security clearance, in circumstances where this is in relation to the requirement/s for appointment to the post applied for.
- j) Applications from Recruitment Agencies will not be considered.
- k) Applications sent to incorrect email address will not be considered.
- l) The respective Provincial Departments and Public Entities reserve the right not to make an appointment.
- m) The appointed candidate shall be required to sign a performance agreement.
- n) Reference checks and/or confirmation of employment will be done with the current employer and candidates are advised to include references from the current employment in their application/CV to facilitate this.
- o) The respective Provincial Departments and Public Entities reserve the right to regard a negative record on any verification check or risk assessment conducted, as sufficient grounds for refusal to select a candidate for appointment.

By utilising the KZN Provincial e-Recruitment system, you hereby specifically acknowledge that you have read and accepted the following disclaimer:

I understand and agree that where information is provided, whether personal or otherwise, it may be used and processed by the owner of this e-Recruitment system, and such use may include placing such information in the public domain.

All reasonable measures to protect the personal information of users will be taken, provided that for the purpose of this disclaimer (personal information) will be as defined in the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000) and the Protection of Personal Information Act, 2013 (Act No. 4 of 2013).

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By using the KZN Provincial e-Recruitment system, I specifically consent and submit to the jurisdiction of the South African Courts in regard to all proceedings, actions, applications, or the like, instituted by either party against the other where necessary.

If you do not agree to be bound by these terms, please do not make applications for posts through the KZN Provincial e-Recruitment system.