



**UMKHANYAKUDE DISTRICT OFFICE**

NSINDE ROAD, BEHIND KFC, JOZINI 3969 . Private Bag X026, Jozini 3969  
Tel.: 035 572 1328, Fax: 035 572 1245. Email: bhekinkosi.mpupa@kznhealth.gov.za  
www.kznhealth.gov.za

Reference : HRM 4/1  
Enquiries : Mr. B.K. Mpupa  
Date : 2024.12.09

**TO: ALL HEADS OF DEPARTMENT  
IN THE KZN PROVINCIAL ADMINISTRATION**

**VACANCIES IN THE DEPARTMENT OF HEALTH**

**CIRCULAR MINUTE NO. UMKH 01/2025**

The content of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay, including those in Regional /District offices. Institutions must notify all candidates who qualify for the post in this circular minute even if they are absent from their normal working places.

**DIRECTIONS TO THE CANDIDATES**

1. The following documents must be submitted: -
  - (a) The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Certified copies of highest educational qualifications – not copies of certified copies. Certified Copy of a driver's license
2. The reference number must be indicated in the column provided on the form Z.83 e.g. reference number UMKH 01/2025. **NB:** Failure to comply with above instructions will disqualify applicants.
3. The appointment is subject to positive outcome obtained from the NIA to the following checks: (security checks, credit records, qualification, citizenship and previous experience verifications)
4. Please note that due to the large number of applications anticipated, applicants will not be acknowledged, however, they will be advised of the outcome of their applications, in due course.
5. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications.

**We welcome applications from persons with disAbilities** 

**(This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department).**

**NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews**

**CLOSING DATE FOR APPLICATIONS: 31 JANUARY 2025**

*A signed copy is available on request*

**Acting Director: District Health Office  
UMkhanyakude Health District cluster**

## **RE-ADVERTISEMENT**

**POST : CLINICAL NURSE PRACTITIONER**  
**COMPONENT : HIV AIDS – HIGH TRANSMISSION AREA**  
**CENTRE : UMKHANYAKUDE HEALTH DISTRICT OFFICE**  
**REFERENCE NO : UMKH 01/2025**  
**NO. OF POST : 01**  
**REMUNERATION : R431 265.00 PER ANNUM PLUS**  
**OTHER BENEFITS : 13<sup>TH</sup> CHEQUE, MEDICAL AID (OPTIONAL) HOUSING ALLOWANCE (EMPLOYEE MUST MEET PRESCRIBED REQUIREMENTS) RURAL ALLOWANCE (ON CLAIM BASIS)**

### **MINIMUM REQUIREMENTS FOR THE POST**

#### **GRADE I**

- Degree/ Diploma in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse.
- Post basic qualification with duration of at least 1 year in Primary Health Care accredited with the SANC.
- Registration with the SANC as a Professional Nurse and current SANC receipt.
- A minimum of four (04) years appropriate / recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing.

**NB: Proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of service and service record) must be attached.**

#### **GRADE II**

- Degree/ Diploma in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse.
- Post basic qualification with duration of at least 1 year in Primary Health Care accredited with the SANC.
- Registration with the SANC as a Professional Nurse and current SANC receipt.
- A minimum of fourteen (14) years appropriate / recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing.
- At least ten (10) years of the period referred to above must be appropriate / recognizable after obtaining the one (01) year post basic qualification in Primary Health Care.

**NB: Proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of service and service record) must be attached.**

### **KNOWLEDGE, SKILLS, TRAINING AND COMPETENCES REQUIRED**

- Knowledge of Nursing care processes and procedures, other relevant legal frameworks such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patient's Rights Charter.
- Interpersonal skills including public relations, conflict handling and counseling
- Good insight of procedures and policies pertaining to nursing care.
- Personal attributes: responsiveness, professionalism, supportive and assertive.
- Good communication, report writing, decision making and problem solving skills

### **KEY PERFORMANCE AREAS**

- Provide quality comprehensive community health care by promoting preventive, curative and rehabilitative services for the clients and the community.
- Administrative services such as providing accurate statistics for evaluation and future planning
- Distribute male and female condoms.

- Provide HIV counseling and testing.
- Management of Sexual and Transmitted Infection and screening for Tuberculosis services.
- Provide Nursing care that leads to improved health service delivery by upholding principles of Batho Pele.
- Implement standards, practices, criteria and the indicators for quality nursing.
- Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care.
- Ensure provision of basic needs of patients and a safe and therapeutic environment.
- Maintain constructive working relationship with Nursing and other stakeholders.
- Keep good valid record on all client intervention.
- Ensuring proper utilization of all resources efficiently and effectively.

**ENQUIRIES**  
**CONTACT**  
**CLOSING DATE**

**: Ms. TM Dlamini**  
**: 035-5721327**  
**: 31 JANUARY 2025**

***NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews***

**Applications to be forwarded to: The Manager District Health Office  
Umkhanyakude Health District Office  
P/ Bag x 026  
JOZINI  
3969**

**Attention: Mr. B.K Mpupa: Assistant Director: HRM**