

**OPERATIONAL MANAGER: SPECIALTY-OUTREACH (ADVANCED MIDWIFE OR
OPERATIONAL MANAGER: GENERAL –OUTREACH CLOSING DATE: 2025.09.02**



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE

HUMAN RESOURCE MANAGEMENT SERVICES

Postal Address : Private Bag X322 Paulpietersburg 3180
Physical Address: 463 eDumbe Main Street Location
Tel: 034 995 8500 Fax
www.kznhealth.gov.za

Enquiries: E.P. Mdlalose
Date: 2025/08/05

**VACANCIES IN THE DEPARTMENT OF HEALTH EDUMBE COMMUNITY HEALTH CENTRE
UNDER CIRCULAR MINUTE NO HR 03 of 2025**

The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay, including those in all regional/district offices. Institutions must notify all candidates who qualify for posts in this circular minute even if they are absent from their normal places of work.

DIRECTION TO CANDIDATES:

The following documents must be submitted:

a) Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification.

b) A detailed Curriculum Vitae (CV) and c) Please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview.

2. The reference number must be indicated in the column provided on the Z83 e.g. Ref EDU 23/2013

3. The post applied for must also be indicated clearly in the relevant section on the application form

4. People with disability should feel free to apply

5. Please note that due to large number of applications received, applications will not be acknowledged however only the shortlisted applicants will be advised with the outcome.

6. Please note that no S&T will be paid to candidates that are invited for interviews

7. The post will be filled in terms of the Employment Equity Target.

The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) of the following: Security Clearance (Vetting), Criminal clearance, credit records, citizenship), and verification of Educational Qualifications by SAQA (Department of Health is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the department)

Signed by

**CEO/MEDICAL MANAGER
EDUMBE COMMUNITY HEALTH CENTRE**

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Post : Operational Manager: Specialty-Outreach (Advanced Midwife)

Centre : Edumbe Sub-District

Reference: EDU 06/2025

Salary : R693 096.00 Per Annum (OSD)

Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.

REQUIREMENTS FOR THE ABOVE:-

- Grade 12 Certificate (Matric)
- Diploma/Degree in Nursing or equivalent qualification that allows registration with the SANC as Professional Nurse. –
- A Post Basic Nursing qualification in midwifery & neonatal nursing science, with a duration of at least 1 year accredited with the SANC.
- A minimum of nine (9) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with SANC
- At least five (5) years of the period referred to above must be appropriate/recognizable experience as an advanced Midwife after obtaining the one (1) year post-basic qualification in Advance Midwife.
- Current registration with the South African Nursing Council (SANC) as a Professional Nurse.
- Unendorsed valid driver's license

OR

Post : Operational Manager: General –Outreach

Centre : Edumbe Sub-District

Reference: EDU 06/2025

Salary : R 549 192.00 Per Annum (OSD)

Other Benefits: Medical Aid – Optional, Housing Allowance - Employee Must Meet Prescribed Requirements, 13th Cheque And 12% Rural Allowance.

REQUIREMENTS FOR THE ABOVE:-

- Grade 12 Certificate (Matric)
- Diploma/Degree in Nursing or equivalent qualification that allows registration with the SANC as Professional Nurse.
- A minimum of nine (9) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing
- A minimum of nine (9) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing
- Current registration with the South African Nursing Council (SANC) as a Professional Nurse.
- Unendorsed valid driver's license

KNOWLEDGE, SKILLS & COMPETENCIES;

- To facilitate and provide mentorship for clinical HIV management and midwifery practice at primary health care level.
- Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act,

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- Good communication skills,
- Report writing skills, Facilitation skills,
- Counselling skills, Coordination skills,
- Planning and organizing skills,
- Ability to function as part of a team,
- Decision making skills and Computer skills

KEY PERFORMANCE AREAS

- Facilitate and provide mentorship for clinical maternal and pediatric HAST management and midwifery practice at primary health care facilities
- To conduct skills audit for newly appointed midwives and train accordingly
- To conduct skills audit for newly appointed midwives and train accordingly
- Provide professional and technical support for the provision of quality patient care through proper management of integrated Antenatal, Intrapartum and Postnatal care, Vertical Transmission Prevention (VTP) and Maternal Child and Woman Health (MCWH)
- Support the Sub District perinatal and wedge meetings working closely with assistant Nursing manager: PHC -To conduct clinical audits under the MCWH and VTP programme.
- Provide professional and technical support for the provision of quality patient care through proper management of integrated Antenatal, Intrapartum and Postnatal care, Vertical Transmission Prevention (VTP) and Maternal working closely with assistant Nursing manager: PHC
- To conduct clinical audits under the MCWH and VTP programme. Facilitate implementation and adherence to Policy guidelines and Standard Operating Procedures (SOPs)
- Ensure availability of policy guidelines including revised circulars to all the facilities.
- Provide training on all the guidelines, SOPs and circulars.
- Orientates midwives on revised policies procedures and standard operating procedures.
- Monitor the implementation of MCWH and VTP policies/guidelines, SOPs and standards of care.
- To Facilitate Child Health Services.
- Facilitate Early Infant Diagnosis (EID) for HIV exposed infants through real time PCR and MDO monitoring.
- Monitor the HIV testing for all HIV exposed infant in his/her facilities using the Elimination of Mother to Child transmission (EMCT) tracking tool.
- Monitor the implementation of Integrated Management of Childhood Illness (IMCI).
- Monitor the initiation of all HIV positive infants within 7 days.
- To facilitate Capacity Building of staff offering MCWH
- Conduct supportive supervision and identify gaps in training needs.
- Provide onsite training, coaching and mentorship according to identified needs
- Facilitate regular Essential Steps in the Management of Obstetrics Emergencies (ESMOE) Fire Drills in the facilities they support
- Ensure that the validation and counter-signing processes are adhered to through capacity building.
- Facilitate data for action Monitoring and reporting using the continuous quality improvement (CQI) methodology.
- Facilitate training and coaching on key integrated VTP MCWH key data elements and indicators.
- Facilitate and coach midwives on the use of run charts to be able to identify poor performing indicator and come up with quality improvement plans.
- Facilitate wedge meetings where facilities will present their key dashboard indicators
- Compile Sub District reports on Monthly, Quarterly and Annually basis.

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Enquiries: Ms. LT Msibi Tel (034) 995 8500 EXT 8528

All applications should be forwarded to: Assistant Director: HRM, Edumbe Community Health Centre, 463 eDumbe Main Street Location, Paulpietersburg 3180, HR office No: 46

NB: Sending applications using courier service/hand delivery is encouraged as we do not have the Post Office at Paulpietersburg