



Private Bag x 9051, Pietermaritzburg, 3200
330 Langelibalele Street, Pietermaritzburg 3201
Tel: 033-395 2021 Fax: 033-3426916
www.kznhealth.gov.za

DIRECTORATE:
Human Resource Management Services
Recruitment and Selection

Enquiries: Mrs N Radebe
Telephone No. : 033 395 2021
14 August 2025

**TO: DISTRICT MANAGERS
HOSPITAL MANAGERS, COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS**

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE No.M02/2025

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

DIRECTIONS TO CANDIDATES:-

1. The following documents must be submitted:-
 - (a) Application for Employment Form (Form Z.83), which is obtainable at any Government Department **OR** from the website - www.kznhealth.gov.za.
 - (b) Comprehensive CV (with detailed experience).
 - (c) Copies of Qualification, Registration Certificate with SAPC and drivers licence need not be submitted when applying for employment.
 - (d) Applications can also be done through S'Thesha Waya–Waya obtainable from website www.kznonline.gov.za/kznjobs
2. The Reference Number must be indicated in the column provided on the form Z.83.
3. **Persons with disabilities are encouraged to apply for the post/s.**
NB:
 - (a) Failure to comply with the above instructions will disqualify applicants.
 - (b) **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).**
4. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.
5. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications.

(We strive to create an environment that brings the power of diversity to life and as such, this Department is an equal opportunity, affirmative action employer, whose aim is to promote inclusiveness in all occupational levels in the Department.)

CLOSING DATE FOR APPLICATION/S IS

05 September 2025

**HEAD OF DEPARTMENT: HEALTH
KWAZULU-NATAL**

DEPARTMENT OF HEALTH: KWAZULU-NATAL

“(We strive to create an environment that brings the power of diversity to life and as such, this Department is an equal opportunity, affirmative action employer, whose aim is to promote inclusiveness in all occupational levels in the Department.)”

NOTE:

Applications must be submitted on the new prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV (with detailed experience). Persons with disabilities are encouraged to apply for the post. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. **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, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).** Applicants with foreign qualifications are requested to have their qualifications evaluated by SAQA and to provide proof of such evaluation. **Applicants:** Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for quoting the relevant reference number. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

POST : **MEDICAL OFFICER: GRADE 1 (100 POSTS)**

CENTRE : **VARIOUS HOSPITALS/ HEALTH FACILITIES IN KWAZULU NATAL**

GRADE 1 : **R 1001 349.00 per annum (No experience required)**

No.	DISTRICT OFFICES	REFERENCE NO.
1	Amajuba District	M07/2025
2	Ethekwini District	M08/2025
3	Harry Gwala District	M09/2025
4	Ilembe District	M10/2025
5	King Cetshwayo District	M11/2025
6	uGu District	M12/2025
7	Umgungundlovu District	M13/2025
8	Umkhanyakude District	M14/2025
9	Uthukela District	M15/2025
10	Umzinyathi District	M16/2025
11	Zululand Health District	M17/2025

REQUIREMENTS FOR THE ABOVE POST

- Matric Certificate (Grade 12)
- MBCHB qualification as a Medical Practitioner. **PLUS**
- Current registration HPCSA as a Medical Practitioner.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:

- Sound knowledge, experience and clinical skills in General Medicine, but especially in the following fields
- Primary Health Care
- Antenatal and Postnatal care
- Child Health and IMCI
- HIV&AIDS and TB management
- Experience in MMC.
- Communicable and Non-Communicable Diseases
- Emergency Care
- Good communication and leadership skills
- Knowledge and understanding of National Health Insurance, Batho Pele Principles and Medical Ethics.
- A passion for teaching, mentoring and coaching in the PHC field.
- Fluency in the local languages
- General Practitioner within the District or neighbouring Districts
- A diploma in HIV/AIDS Care or Family Medicine will be an advantage.

KEY PERFORMANCE AREAS:

- The provision of promotive and preventive services as per Primary Health Care package of services taking into consideration the burden of disease of the community being served by the Facility.
- Drive the departmental health promotion strategy
- Use of clinical algorithms as per APC 101 Clinical Guidelines for the management of chronic non-communicable diseases and the management of chronic communicable diseases such as HIV, AIDS and TB Management of other minor ailments.
- Managing the health of women and children, including reproductive health services.
- Provision of rehabilitative services, such as adherence to referral protocols to all relevant points of service delivery, including community-based rehabilitation services, CHC, district hospital and levels above: assessments and recommendations of disability grant applications; Provision of essential consumables, including spinal packs to persons with disabilities and information to patients, families, caregivers about rehabilitation services.
- Deliver services as per the service package of the relevant health facility.
- Give in-service training and support to nurses employed in the health facility.
- Ensure compliance with the Essential Medicine List (EML).
- Respond to emergencies, attend to victims and perpetrators of crimes, inter alia, sexual assault, rape, assault, drunken and negligent driving and any other Medico Legal Services required by the South African Police Services (SAPS).
- Complete documentation, as required by the SAPS in terms of the abovementioned Medico Legal matter, including giving testimony in court.
- Compliance with clinical governance requirements, such as appropriate record keeping and referral.
- At the request of and cost to the Department, attend training, orientation/ induction and meetings.
- Be prepared to drive to PHC Clinics and conduct outreach programs
- Capacitate other health workers on medical issues.
- Manage data and information as required by the department.
- Work towards achieving departmental performance targets.
- Contribute to the achievement of Universal Health Coverage (UHC) and the implementation of the National Health Insurance (NHI) programme.
- Participate in the implementation of quality improvement programmes, including the Ideal Clinic Realisation and Maintenance (ICRM) programme and the Ideal Hospital Realisation and Maintenance (IHRM) framework.
- Ensure that infection control and health and safety standards are maintained at all times.

- Maintain client satisfaction through quality service, innovation and medical care care by upholding the principles of Batho Pele and Patient Right and Responsibilities.
- The incumbent will be accountable to the Clinic Operational Manager, Medical Manager and District Office.

NB: Please note that the district and facility management reserve the right to assign you to any location based on service delivery needs.

ENQUIRIES: MR J MNDEBELE : 033-395 3274

Interested applicants can visit the following website at www.kznonline.gov.za/kznjobs for full posts details.

“Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs”

“Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs.”

NB: //Applications for these posts can be dropped-off at your nearest Health Facility.

ALL APPLICATIONS SHOULD BE FORWARDED TO: THE CHIEF DIRECTOR: HUMAN RESOURCE MANAGEMENT SERVICES KZN DEPARTMENT OF HEALTH PRIVATE BAG X9051 PIETERMARITZBURG 3200 OR Hand Deliver to: 330 Langalibalele Street, Natalia Building, REGISTRY, Minus 1:1 North Tower

(Attention: Mrs N Radebe)