

NATIONAL DEPARTMENT OF HEALTH

The Department of Health is registered with the Department of Labour as a designated Employer and the filling of the following posts will be in line with the Employment Equity Act (including people with disabilities).

- APPLICATIONS** : The Director-General, National Department of Health, Private Bag X828, Pretoria. 0001. Hand delivered applications may be submitted at Reception (Brown application Box), Civitas Building, corner of Thabo Sehume (formerly known as Andries) and Struben streets. Pretoria.
- CLOSING DATE** : 6 February 2017 closing time: 12h00 Midday
- FOR ATTENTION** : Ms N Sombinge
- NOTE** : All short-listed candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Applications should be submitted on form Z83 obtainable from any Public Service Department, and should be accompanied by a CV (previous experience must be comprehensively detailed) and certified copies of qualification certificates (including Senior Certificate/Grade 12 certificate regardless of the qualification requirement indicated in the advert), service certificates, including ID and driver's licence. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The Department reserves the right not to fill the posts. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. 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.

MANAGEMENT ECHELON

- POST 03/27** : **CHIEF-DIRECTOR: GLOBAL FUNDS (CONTRACT ENDING SEPTEMBER 2019) REF NO: NDOH 1/2017**
- SALARY** : An all inclusive remuneration package of R1 068 564 per annum [basic salary consists of 70% of total package, the State's contribution to the Government Employee's Pension Fund (13% of basic salary) and a flexible portion]. The flexible portion of the package can be structured according to Senior Management Service Guidelines.
- CENTRE** : Chief Directorate: Technical Policy and Planning. Directorate: Global Fund Office. Pretoria.
- REQUIREMENTS** : A Bachelors degree/equivalent NQF 7 qualification in Health Sciences or Health related field, Post graduate qualification in Management and/or Masters degree in Health Science or Health related field will be an advantage. At least five (5) years experience at a senior management level, Experience in HIV and AIDS and TB programme design and implementation, policy analysis and development, strategic planning and project management, Knowledge of the HIV and AIDS and TB epidemics as well as intervention programmes, Sound and in-depth knowledge of relevant prescripts and application of human resources as well as understanding of the legislative framework governing the Public Service, Knowledge of Global Fund procedures and PFMA (Public Finance Management Act), Good communication (written and verbal), time management, strategic planning, diversity management, leadership and advanced computer office package skills, Ability to

work in a highly pressured environment, willingness to travel frequently and work long hours, A valid driver's licence.

DUTIES : Provide strategic guidance and advice to the Chief Directorate and the Department, sub recipients and all relevant stakeholders on technical aspects of Global Fund projects including policies and procedures, Oversee and support the implementation, monitoring and evaluation of the Global Fund projects, Mobilise financial resources for the implementation of HIV and TB programmes ensuring alignment to Department of Health strategic priorities, Strengthen and maintain partnership and network with key relevant stakeholders, Manage and facilitate capacity building of sub recipients in accordance with the Global Fund requirements, Manage human and financial resources.

ENQUIRIES : Dr Y Pillay on tel no: 012 395-8077

OTHER POSTS

POST 03/28 : **PROFESSIONAL NURSE – (GENERAL NURSING) REF NO: NDOH 2/2017**

SALARY : Grade 1: R210 702 per annum. A Degree/Diploma or Equivalent NQF 6 qualification in Nursing (community health science or psychiatric nursing and midwifery), Registration with the SANC as a professional nurse with proof of registration, A qualification with relevant experience in travel medicine, health assessment, treatment, basic life support (with a valid certificate for 2 years) and care including experience in trauma nursing will be an advantage.

Grade 2: R259 134 per annum. A Degree/Diploma or equivalent NQF 6 qualification in Nursing (community health science, psychiatric nursing and midwifery), A minimum of 10 years experience in nursing after registration as a professional nurse with the SANC in General Nursing, A qualification with relevant experience in travel medicine, health assessment, treatment, basic life support (with a valid certificate for 2 years) and care including experience in trauma nursing will be an advantage.

Original certified certificates of service must be submitted with your application as well as proof of registration as a Nurse. Salary grades will be determined in accordance with the above requirements as per the OSD.

CENTRE : Chief Directorate: Environmental Health and Port Health Services. Directorate: Port Health Services. Gauteng.

REQUIREMENTS : Qualification and years of experience required are indicated above, Knowledge of Port Health legislation, policies, guidelines and protocols, South African Legislation, International Health Regulations and the Control of Communicable diseases, Good communication (written and verbal), planning, administrative, financial, research/analysis and computer skills, Perform nursing duties according to the scope of practice and have a valid driver's license.

DUTIES : Provision of good clinical practice; manage medical emergencies, Provide evidence of accurate completed passenger documents, Ensure surveillance of passengers with suspected and confirmed communicable diseases are reported and followed up with the district surveillance officer, Optimal client care; Ensure customer complaints are reported, documented and resolved within 7 weeks, Quality Nursing Care; Ensure implementation of infection and prevention control measures, occupational health and safety and outbreak response to communicable diseases, Ensure implementation of health regulations, policies and related legislation, Departmental and interdepartmental relations; Provide evidence of information sharing in the form of feedback, peer coaching, ensure conflicts are reported and managed professionally amongst peers.

ENQUIRIES : Mr P Jacobs at (011) 613 – 5522/5692