

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.
- FOR ATTENTION** : Ms M Shitiba
- 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. (certified copies of certificates should not be older than three months) 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 46/10** : **SENIOR MONITORING & EVALUATION, RESEARCH SPECIALIST (DIRECTOR LEVEL) (CONTRACT POST ENDING SEPTEMBER 2019) (REF NDOH 65/2017)**
- SALARY** : An all-inclusive remuneration package of R 948 174 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: Global Fund- Pretoria.
- REQUIREMENTS** : A four-year Bachelor Degree or equivalent NQF 7 qualification in Public Health or Biostatistics or Demography. A postgraduate qualification will be an advantage. At least five (5) years' experience in Monitoring, Evaluation and Research at a middle/senior managerial level. 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. In-depth knowledge of health related software packages. Knowledge of monitoring and evaluation principles and their application. Broad knowledge of the HIV and AIDS epidemic and programme. Broad knowledge and understanding of the National Strategic Plan for HIV and AIDS, TB and Malaria. Good communication (verbal and written), people management, problem solving, policy analysis and development, strategic planning, time management, project management, diversity management,

facilitation, coordination, leadership, planning and organising skills. Ability to work in a highly pressured environment and driven by a sense of urgency to meet deadlines. A valid driver's licence.

DUTIES : Provide leadership and monitoring and evaluation support to the Global Fund Chief Directorate and Sub-Recipients (SRs) to ensure compliance with Global Fund policies and guidelines. Implement the grant in accordance with the Global Fund policies and guidelines. Oversee all research and strengthening of monitoring and evaluation systems in consultation with National Department of Health Global Fund supported activities. Manage all research projects and evaluations for the grant at Principal Recipient (PR) level. Oversee the preparation, review and submission of monitoring and evaluation aspects of the grant. Develop and implement systems to guarantee submission of quality reports to the Local Fund Agent and the Global Fund. Ensure integration with the department's research agenda, health research policy and addresses the country's health research priorities. Collaborate with other Chief Directorates and Directorates to support departmental research initiatives. Set specific key indicators and manage resources (physical, human and financial). Manage assets and monitor use of funding by ensuring 100% expenditure of monitoring and evaluation budget.

ENQUIRIES : Mr F D Demana at Tel.No: (012) 395 8072

CLOSING DATE : 05 December 2017

OTHER POST

POST 46/11 : **MEDICINES CONTROL OFFICER (REF NO: NDOH 64/2017)**

SALARY : **GRADE 1:** R530 025 per annum. A four-year degree in Pharmacy.
GRADE 2: R615 111 per annum. Registration as a Pharmacist OR B-Pharm degree with a minimum of eight (8) years appropriate experience
GRADE 3: R703 314 per annum. Registration as a Pharmacist with a minimum of eight (8) years appropriate experience OR B-Pharm degree with a minimum of sixteen (16) years appropriate experience.

CENTRE : Chief Directorate: Food Control, Pharmaceutical Trade and Product Regulation.
Directorate: Inspectorate and Law Enforcement. Pretoria.

REQUIREMENTS : Qualification and years of experience required are indicated above. Experience in the Pharmaceutical environment. Sound and in-depth knowledge of the Medicines and Related Substances Act 101, 1965 as amended and the regulations pertaining to the Act. Knowledge of Criminal Procedure Act, Public Finance Management Act, Promotion of Access to Information Act and Promotion of Administrative Justice Act. Good communication (verbal and written), presentation, statistical analysis, time management, leadership qualities, interpersonal, planning, organising, supervisory, investigation and computer skills (MS Office package).

DUTIES : Prepare expert reports and attend to cases for prosecution in terms of the relevant Health Acts. Investigate complaints regarding contravention of Act 101. Issue out warning letters to transgressing companies or individuals. Monitor and control border posts and mail centres for importation and exportation of medicines and related substances. Conduct training on border management personnel on handling of importation and exportation of medicines. Monitor compliance with the provision of the Medicines Act and other related Health Acts. Carry out inspection on hemp farms and pharmaceutical companies as well as places where schedule 5,6,7 & 8 substances are kept. Communicate with the Industry, public and Medicines Control Council, Health Professional and stakeholders. Conduct presentations to other government departments and healthcare industry on illegal medical products. Foster and develop networks on pharmaceutical crime with other regulatory authorities and relevant stakeholders. Prepare reports for consideration by the Medicines Control Council, Director-General and Minister. Evaluate threats in pharmaceutical products and advise to the Medicines Control Council on measures to be adopted.

ENQUIRIES : Mr J Molokwane at tel no (012) 395 9360 / Mr M G Molewa at Tel No (012) 395 9318

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

CLOSING DATE : 05 December 2017 Closing Time: 12h00 Midday