

DEPARTMENT OF HEALTH

It is the Department's intension to promote equity (race, gender and disability) through the filing of this post with a candidate whose transfer /promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

- 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
- CLOSING DATE** : 05 February 2018 Time: 12:00 Midday
- NOTE** : 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 matric certificate, service certificates, 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 post. 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.

OTHER POSTS

- POST 03/06** : **DEPUTY DIRECTOR: MEDICINE REGISTRATION OFFICER GRADE 1 (REF NO: 1/2018)**
- SALARY** : Grade 1: R828 474 – R919 467 per annum as per OSD
- CENTRE** : Directorate: Clinical Evaluation and Trials. Pretoria.
- REQUIREMENTS** : A four-year Bachelor's degree in Pharmacy. Registration with a relevant professional body. A postgraduate degree in Pharmacy, Clinical Pharmacy, Pharmacoepidemiology will be an advantage. A minimum of three years experience in a regulatory environment. Experience in evaluation of application for registration of new chemical entities, generic medicines and combined devices. Extensive knowledge and application of the Medicines and Related Substance Act (Act 101 of 1965) and regulations pertaining to the Act. Knowledge of the Public Finance Management Act, Public Service Regulations, Labour Relation Act and Employment Equity Act. Sound knowledge of medicines evaluation and medicines registration process with respect to their safety and efficacy. Knowledge of database management and good understanding of expert committee process. Good communication (verbal and written), analytical, supervisory, planning, organisational, presentation, interpersonal relations, financial management and computer skills (MS Office packages). Ability to work independently and under pressure. A valid driver's licence.
- DUTIES** : Manage the Clinical Post-Registration Unit. Develop operational plans for the units in consultation with the Director. Monitor benefit-risk profiles of medicines including evaluation of package inserts and PILs. Evaluate clinical post registration applications and prepare a report for the Clinical Committee and Council. Manage reviews of post registration applications including Safety Related Package Inserts Notifications (SR-PINs), Urgent Safety Restriction Notices (USRNs) and response. Perform regular audit of Clinical post registration application and priorities evaluation of applications. Supervise Clinical Committee activities, attend Clinical Committee and Medicines Control Council meetings. Oversee Clinical Committee and peer review committee meeting logistical arrangements. Develop policy, guidelines and Standard Operating Procedures (SOPs) and facilitate

implementation. Present guidelines and policies at the Committee and Medicines Control Council meetings.

ENQUIRIES : Ms P Nkambule at Tel no (012) 395 8126/9470

POST 03/07 : **ASSISTANT DIRECTOR: MATERNAL AND NEONATAL HEALTH (REF NO: NDOH 2/2018)**

SALARY : R417 552 per annum (plus competitive benefits)

CENTRE : Directorate: Maternal and Neonatal Health. Pretoria.

REQUIREMENTS : A Bachelor's Degree/Diploma or equivalent NQF 6 certificate in Nursing/Nursing Sciences plus a Diploma in Advanced Midwifery and Nursing Science. Registration with the SA Nursing Council. At least three (3) years experience in managing Maternal and Neonatal Health Programmes. Knowledge of legislation in health, policy analysis and development. Working knowledge of legal administration, project management and strategic planning. Good communication (written and verbal), interpersonal, planning, organizational, project management and computer skills (MS Office package).

DUTIES : Render technical support and ensure proper implementation of neonatal health national policies and guidelines at all levels of care. Support provinces in the provision of quality newborn care strategies through establishment of quality improvement programmes. Liaise with academic institutions at national and international level to harmonise curricula to incorporate policy issues and support relevant in-service training on maternal and neonatal health issues. Participate and support initiatives aimed at empowering communities with the necessary information related to pregnancy and child birth for communities to make informed decisions during the critical periods of pregnancy, child birth and child rearing. Facilitate collaboration in creating awareness with the relevant private organisations, NGOs and CBOs on Maternal and neonatal health services

ENQUIRIES : Dr M Makua (012) 395 9034