

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** : 18 December 2018@ 12:00 Mid-Day
- 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 (presentation by candidate on subject that will be provided on day of interview) 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 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.

MANAGEMENT ECHELON

- POST 48/64** : **CHIEF-DIRECTOR: INTERNAL AUDIT AND RISK MANAGEMENT REF NO: NDOH 60/2018**
Chief Directorate: Internal Audit and Risk Management
- SALARY** : R1 189 338 per annum (An all-inclusive remuneration package) [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** : Pretoria
- REQUIREMENTS** : A post graduate degree/equivalent NQF 7 qualification in Auditing/Risk Management. Completed Articles within the relevant field. At least five (5) years' experience at a senior management level in Auditing and/or Risk Management environment. Knowledge of Standard for Professional Practice in Internal Audit SPPIA; accounting, auditing programming, data processing, analytical methods; and of laws and regulations pertaining to financial accounting, risk management, internal control and corporate governance. Good communication (written and verbal), creative and innovative thinker, interpersonal, planning, organisational and computer packages skills. Ability to work well under pressure and independently as well as willingness to travel and work irregular hours. A valid driver's licence.

DUTIES : Ensure that the department complies with the relevant legislation including Public Finance Management Act, Treasury Regulations and Division of Revenue Act, monitor of implementation or compliance of all internal audit protocols across the NDOH. Conduct internal audits of the department to ensure appropriate use and management of funds, provide strategic direction in the general management, manage and oversee audit work flow and audit programs in the various sub-directorates. Facilitate a risk management assessment process in the department. Develop in consultation with management, the Institution's risk management framework incorporating, inter alia, the Risk management policy; Risk management strategy; Risk management implementation plan; Risk identification and assessment methodology; Risk appetite and tolerance as well as Risk classification. Driving risk management to higher levels of maturity. Take appropriate measures to mitigate, manage and implement strategic objectives and innovation within the directorate as well as manage resources (physical, human and financial). Determine and establish risk management policies and implementation.

ENQUIRIES : Ms V Rennie Tel No: 012 395-8504

POST 48/65 : **CHIEF-DIRECTOR: COMMUNICABLE DISEASES REF NO: NDOH 61/2018**
Chief Directorate: Communicable Disease

SALARY : R1 189 338 per annum (An all-inclusive remuneration package) [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 REQUIREMENTS : Pretoria.
A post graduate degree/equivalent NQF 8 qualification in Epidemiology / Communicable Diseases or Public Health. At least five (5) years' experience at a senior management level. Experience in Epidemiology and/or Public Health, communicable diseases and their control, as well as in regional level expertise. Knowledge in regulation and practices (Financial, SCH and HR regulatory frameworks, policy development, implementation, evaluation and monitoring). Knowledge of research principles. Good communication (written and verbal), coordination, project management, planning, organisational and computer packages skills. Ability to work well under pressure and independently as well as willingness to travel and work irregular hours. A valid driver's licence.

DUTIES : Improve the Prevention, Management and Control of emerging and re-emerging communicable diseases as well as Malaria. Strengthen systems for Epidemic Preparedness and Response (EPR) to communicable diseases. Assist with resource mobilisation to implement plans. Strengthen, cross border and regional, and international collaboration of communicable diseases. Improve the Notifiable Medical Conditions Surveillance system, legislation, policy and guideline formulation for communicable diseases. Facilitate the implementation of the International Health Regulations. Monitor and evaluate the implementation of Policy and Guidelines. Ensure successful risk management. Conduct risk assessment, and develop and implement risk management plans.

ENQUIRIES : Dr Y Pillay Tel No: 012 395-8078

POST 48/66 : **CHIEF-DIRECTOR: NON-COMMUNICABLE DISEASES REF NO: NDOH 62/2018**
Chief Directorate: Non - Communicable Diseases

SALARY : R1 189 338 per annum (An all-inclusive remuneration package) [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 REQUIREMENTS : Pretoria.
A Post Graduate Degree / equivalent NQF 8 qualification in Public Health or Health Sciences. A post graduate degree in public health or related health sciences will

be an advantage. At least five (5) years' experience at a senior management level. Registration with the Health Professional Council. Knowledge of Non-Communicable Diseases, policy analysis and development, research and information management, project planning and management, Public Service Act, Public Service Regulation, Public Finance Management Act as well as National Health Act. Good facilitation and people management, financial, human resource management, development, leadership, communication (written and verbal), coordination, planning, organisational as well as computer skills. Ability to work well under pressure and independently as well as willingness to travel and work irregular hours. A valid driver's licence.

- DUTIES** : Leadership and management of the Non-Communicable Diseases cluster. Determine strategies and objectives, and establish goals for directorates. Finance and risk management. Coordination and oversight of the cluster expenditure. Ensure that project specifications are developed, services are procured in line with the statutory prescriptions. Policy and programme development, policy implementation, monitoring and evaluation. Coordinate and lead problem identification, set norms and standards, market and seek buy in of NCDs policies among stakeholders as well as communicate results/information dissemination. Stakeholder management and collaboration. Represent Non-Communicable Diseases cluster as required at local, regional and international levels as well as interdepartmentally and intradepartmentally. Stewardship and support to provinces. Lead with regard to oversight reviews of provincial performance in implementing national policies relating to Non-Communicable Diseases.
- ENQUIRIES** : Dr Y Pillay Tel No: 012 395-8078
- POST 48/67** : **DIRECTOR: WOMEN'S HEALTH AND GENETICS REF NO: NDOH 59/2018**
Chief Directorate: Women's Maternal and Reproductive Health
Directorate: Women's Health and Genetics
- SALARY** : R1 005 063 per annum (An all-inclusive remuneration package) [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** : Pretoria
- REQUIREMENTS** : A Bachelor's Degree or equivalent NQF level 7 qualification in Health Sciences, Community or Public Health. Registration with a Health Professional Council as recognised by SAQA. At least five (5) years' experience at a middle/senior management level, with specific emphasis on women's health programme. Experience should also be in National and International liaison as well as policy drafting and implementation, strategic and operational planning. Knowledge of family health, with particular emphasis on prevention of birth defects, family planning and contraception, Termination of Pregnancy (TOP), sexual assault care, and HIV/AIDS. Knowledge of international conventions such as CEDAW, IPID, World Summit Goals, Millennium Development Goals and the CARMMA strategy for South Africa. Knowledge of PFMA (Public Finance Management Act), Treasury Regulations and human resource legislative framework. Good communication (written and verbal), computer and interpersonal skills. Willingness to travel frequently locally and internationally as well as working long hours. A valid driver's licence.
- DUTIES** : Management of women's and reproductive health. Improve access to sexual and reproductive health services through monitoring and evaluation status. Scale up the contraception and family planning services. Revitalise the contraception and family planning campaign to increase the uptake of contraceptive and family planning methods. Promote the utilisation of the modern contraceptive in order to increase the couple year protection rate. Management of women's, breast and cervical cancers. Monitoring, evaluation and reporting. Ensure quarterly reporting system compliance on Annual Performance Plan indicators. Ensure provision of quarterly feedback to provinces on performance indicators. Ensure efficient functioning of the directorate's financial, programme, human resources and risk management.

ENQUIRIES

: Dr MR Makua Tel No: 012 395-9034