ANNEXURE F

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 T Moepi

CLOSING DATE: 09 December 2019 at 12h00 Midday

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 41/25: CHIEF DIRECTOR: LEGAL SERVICES REF NO: NDOH 48/2019
Chief Directorate: Legal Services and Parliamentary Affairs

SALARY: R1 251 183 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 four-year Legal qualification. An admission as an Advocate or Attorney would be an advantage. At least five (5) years’ experience at a senior management level (strategic management level) within a legal environment. Experience in providing legal advice, drafting of legal opinions and negotiating, scrutinising, drafting and editing legal documents and/or contracts. Advanced knowledge of the South African Constitutional Law, Administrative Law, Law of Contract, Interpretation of Statutes, Planning and Development Law, Civil Litigation and Mediation, Public Service Act and Regulations, Public Finance Management Act, National Treasury Regulations, Promotion of Access to Information Act, 2000, Promotion of Administrative Justice Act, 2000, Intergovernmental Relations Framework as well as procurement prescripts. Excellent communication (verbal and written), interpersonal and computer skills (MS Office package). Creative and an innovative thinker. Willingness to travel frequently and work long and irregular hours. Ability to function well under pressure. A valid driver’s licence.

DUTIES: Draft and supervise the drafting of all legislation administered by the department. Provision of legal support (including the management and
coordination of litigation as well as ensuring compliance with the requirements of Chapter 9 institutions) to the department and ministry. Continued review of the legislation administered by the department. Effective and efficient management of financial, physical and human resources. Management of risk and audit queries.

ENQUIRIES : Ms V M Rennie on Tel No: (012) 395 8504

POST 41/26 : CHIEF-DIRECTOR: HUMAN RESOURCES FOR HEALTH REF NO: NDOH 49/2019
Chief Directorate: Human Resources for Health Planning, Development and Management

SALARY : R1 251 183 per annum (An all inclusive remuneration package) \( \text{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.} \]\n
CENTRE REQUIREMENTS : Pretoria

ENQUIRIES : [Dr G. Andrews Tel No: (012) 395 9588]

POST 41/27 : DIRECTOR: COMMUNITY OUTREACH SERVICES REF NO: NDOH 46/2019
(Contract Ending 31 March 2022)
Chief Directorate: District Health Services

SALARY : R1 057 326 per annum (An all-inclusive remuneration package) \( \text{(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

ENQUIRIES : [Dr G. Andrews Tel No: (012) 395 9588]
ensure successful implementation of the programme in the provinces. Ensure proper monitoring and evaluation of the WBPHCOTs programme. Facilitate the development of the WBPHCOTs monitoring and evaluation framework and system. Stakeholder management. Managing intersectoral relations and collaboration and to ensure successful implementation. Personnel Management and Leadership. Ensure that supervisees have clear understanding of work/role descriptions, targets and goals to perform their functions and that programme implementation priorities and requirements are integrated into all work related practices.

ENQUIRIES:
Mr B. Asia Tel No: (012) 395 8759.

POST 41/28:
DIRECTOR: WOMEN'S HEALTH AND GENETICS REF NO: NDOH 50/2019
Chief Directorate: Women’s Maternal and Reproductive Health
Directorate: Women’s Health

SALARY:
R1 057 326 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 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 the 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 M.R. Makua Tel No: (012) 395 9034

POST 41/29:
LEGISLATIVE DRAFTER AND RESEARCHER REF NO: NDOH 51/2019
Branch: Corporate Service
Directorate: Legal Services

SALARY:
R1 057 326 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 four-year Legal qualification. Admission as an Advocate or Attorney will be an advantage. At least five (5) years post-qualification experience, of which three (3) years must have been at a middle management level in a legal services environment. Legal research and legislative drafting (Regulations, Executive Acts, International Agreements, Memoranda of Understanding and other legal instruments). Knowledge of the South African Constitutional Law, Administrative Law, Promotion of Administrative Justice Act, 2000, Promotion of Access to Information Act, 2000 and Civil Procedures. Knowledge of and
experience in the understanding of the South African Law and Regulatory Framework. Knowledge of the Public Finance Management Act, 1999 (PFMA), human, physical and financial resources management. Creative thinker. Client orientated. Honesty and integrity. Good managerial, planning, co-ordination, problem solving, analytical, communication (written and verbal), interpersonal and computer skills. Willingness to travel frequently and work long and irregular hours. Ability to work independently and well under pressure yet function as part of a team. A valid driver’s licence.

**DUTIES**

Provide legal advisory service to the Department and Ministry. Draft legislation administered by the Department, including regulations. Scrutinise all legal documents, including contracts and Memorandum of Understanding (MoUs) with a view to identify legal risks and mitigate or eliminate the same. Draft international agreements. Manage litigation for and against the Department with a view to minimise litigation against the Department. Effective and efficient management of human, physical and financial resources within the directorate.

**ENQUIRIES**

Ms V.M. Rennie Tel No: (012) 395 8504