

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 X399, Pretoria. 0001. Hand delivered application may be submitted at Reception (Brown Application Box), Dr AB Xuma Building, 1112 Voortrekker Rd, Pretoria Townlands 351-JR or should be forwarded to recruitment@health.gov.za quoting the reference number on the subject e-mail
- FOR ATTENTION** : Ms TP Moepi
- CLOSING DATE** : 15 August 2022, Closing Time: 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 batteries. Applications should be submitted on the new Z83 form obtainable from any Public Service department and should be accompanied by a CV (previous experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualification and other relevant documents on application. Certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Applications should be on one PDF format. 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 28/29** : **CHIEF- DIRECTOR: COMMUNICABLE DISEASES REF NO: NDOH 40/2022**
Chief Directorate: Communicable Diseases
- SALARY** : R1 269 951 per annum, (an all inclusive remuneration package), (basic salary consist of 70% of total package, the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion). The flexible portion of the package can be structured according to the Senior Management Service guidelines.
- CENTRE REQUIREMENTS** : Pretoria
An undergraduate qualification (NQF 7) as recognised by SAQA in Epidemiology or Communicable Diseases or Public Health or Health Sciences. At least five (5) years' experience at a senior management level in Epidemiology and/or Public Health or Communicable Diseases and control thereof. Knowledge of Financial, SCM and HR regulatory frameworks, policy development, implementation, evaluation and monitoring). Good communication (written and verbal), co-ordination, project management, planning, organisational and computer (MS Office) skills. Ability to work independently and well under pressure. Willingness to work irregular hours and travel frequently. A valid driver's licence. SMS pre-entry Certificate is required for appointment finalisation.
- DUTIES** : Improve the prevention, management and control of emerging and re-emerging communicable diseases. Strengthen systems for Epidemic Preparedness and Response (EPR) to communicable diseases. Improve the

prevention, management and control of malaria. Strengthen, cross border, regional and international collaboration of communicable diseases. Improve the notifiable medical conditions surveillance system. such as legislation, policy and guideline formulation for communicable diseases. Facilitate the implementation of the international health regulations. Ensure successful risk management in the unit. Manage risks related to achieving the objectives of the Chief Directorate.

ENQUIRIES : Mr RW Morewane at Tel No: 012 395 - 8757

POST 28/30 : **DIRECTOR: EPIDEMIOLOGY AND SURVEILLANCE REF NO: NDOH 37/2022**
Chief Directorate: Health Information, Research Monitoring and Evaluation.

SALARY R1 073 187 per annum, (an all-inclusive remuneration package) 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 : An undergraduate qualification (NQF level 7) as recognized by SAQA in Health Sciences, Statistics, Demography or Epidemiology. A Master's degree in Epidemiology or Public Health will be an advantage. At least five (5) years' experience at middle/senior management level in health systems, communicable and non-communicable diseases research, monitoring and evaluation, epidemiology and public health. Extensive experience and knowledge as an epidemiologist and implementing effective surveillance systems. Extensive knowledge of disease epidemiology and surveillance systems, statistical and geospatial analysis programming experience (including expertise with R, SAS, STATA, ArcGIS and/or other relevant software). Good leadership and advanced knowledge and understanding of the Public Service prescripts. Knowledge of current research and analytical methods related to disease outbreak and responses in public health. Large data management, analysis, interpretation and research report-writing. Good communication (verbal and written), problem-solving, presentation, planning and computer skills (MS Office package). SMS pre-entry Certificate is required for appointment finalization.

DUTIES : Develop and implement surveillance and epidemiology strategy for health sector. Collaborate with partners to conduct population surveys on priorities of the health sector. Monitor disease outbreak and strengthen surveillance initiatives for communicable and non-communicable diseases. Develop and implement an integrated disease surveillance system, collate and analyse national surveillance data. Build health sector capacity for surveillance at all levels. Produce regular surveillance and epidemiology reports, and publish health sector trends, statistical, synthesis and survey reports. Analyse trends on injuries, accidents and pollution for SDG reporting. Analyse of births, death and population growth and projections to support health sector planning.

ENQUIRIES : Ms T Zondi at Tel No: 012 395 8411

POST 28/31 : **DIRECTOR: DIRECTOR: INFORMATION COMMUNICATION TECHNOLOGY REF NO: NDOH 38/2022**
Directorate: Information Communication Technology

SALARY : R1 073 187 per annum, (an all-inclusive remuneration package) 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 : An undergraduate qualification (NQF level 7) as recognized by SAQA in Information Technology. COBIT 5 certification or ITIL Foundation and/or TOGAF certification will serve as an advantage. At least five years (5) years' experience on middle management/senior management level in Information Communication Technology. Knowledge and experience in risk management, anticorruption measures and related matters. Sound and in-depth knowledge of relevant prescripts, as well as understanding of the legislative framework governing the Public Service e.g. Archives and Records Service of South Africa, Public Finance Management Act (PFMA) and Promotion of Access to

Information Act (PAIA). Good communication (verbal and written), financial management, organization, facilitation, project management, negotiation, problem-solving, interpersonal relation skills. Ability to analyse and interpret financial information. A valid driver's license. SMS pre-entry Certificate is required for appointment finalization.

DUTIES : Align the Department's information management (including systems) and information technology strategy with the strategic objective, management plans and business process of the department. Develop departmental information management support and information technology enabler policies, standards, norms, guidelines, best practices and strategies. Develop partnerships and network with relevant stakeholders. Promote effective management information and information technology as a strategic resource of the business of the department. Create an enabling environment for the managers in the department to perform their functions more effectively and efficiently. Management of the end-user experience, interaction and connectivity. Management of resources (human, financial and physical).

ENQUIRIES : Ms VM Rennie at Tel No: 012 395 8504

POST 28/32 : **LEGISLATIVE DRAFTER AND RESEARCHER REF NO: NDOH 39/2022 (X2 POSTS)**
Directorate: Legal Services

SALARY : R1 073 187 per annum, (an all-inclusive remuneration package) 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
: An undergraduate qualification (NQF level 7) as recognized by SAQA i.e. LLB or B Proc qualification. Admission as an Advocate or Attorney will be an advantage. At least five years of experience at a middle/senior managerial level providing legal advice and drafting legal opinions, negotiating, scrutinizing, drafting, editing legal documents and/or contracts as well as legislative drafting. Advanced knowledge of the South African Constitutional Law, Administrative Law, Law of Contract, Interpretation of Statutes, Civil Litigation and Intergovernmental Relations Framework as well as procurement prescripts. Knowledge and understanding of the legislative drafting process and rules of Parliament. Knowledge and understanding of all pieces of legislation administered by the Department as well as other pieces of legislation that impacts on the functions performed by the Department. Good communication (verbal and written), interpersonal and computer skills (MS Office packages). Willingness to travel frequently and work long hours and irregular hours. Ability to function under pressure. SMS pre-entry Certificate is required for appointment finalization.

DUTIES : Draft Legislations, Regulations, Executive Acts, International Agreements, Memoranda of Understanding and other legal instruments. Draft amendments (in a form of a Bill) and notes to support amendments. Draft, editing and amending Service Level Agreements, Contracts, Memoranda of Understanding and International Agreements. Provision of legal opinions to the Department and Ministry. Management and co-ordination of litigation. Management of risk and audit queries

ENQUIRIES : Ms VM Rennie at Tel No: 012 395 8504

OTHER POSTS

POST 28/33 : **ASSISTANT DIRECTOR: MEDICAL BIOLOGICAL SCIENCES POLICY GRD 1 REF NO: NDOH 36/2022**
Directorate: Food Control

SALARY : R525 087 per annum, as per (OSD)
CENTRE : Pretoria
REQUIREMENTS : A Bachelor's Degree or equivalent NQF 7 qualification in Dietetics/Nutrition, / Therapeutic Nutrition. A Postgraduate qualification will be advantage. At least five (5) years actual experience is required of which at least three (3) years should be after registration with the HPCSA in the relevant profession. Knowledge of Food Labelling legislation and other Regulatory Nutrition matters where it concerns improvement in public health and the Legal Regulatory

processes, policy development as well as of Foodstuff, Cosmetics and Disinfectants Act, 1972 (Act 54 of 1972). Experience in the compilation of regulations and supervision of staff. Good Communication (verbal and written) including public speaking and ability to teach other professional persons, analytical, customer care, creativity, practical and computer (Microsoft package) skills. Ability to work under pressure and independently. Valid driver's license.

DUTIES : Draft policy, regulations and guidelines relating to food labelling and other regulatory nutrition issues. Provide technical advice (verbal/written on all enquiries) continuously, on issues related to all stakeholders, including other government departments/ environmental health practitioners and the industry. Management of Codex Alimentarius matters. Coordinate the participation of South Africa in the Codex Committee on Food Labelling (CCFL). Supervise and guide the Medical Biological Scientist (MBS) continuously. Direct, manage and coordinate responsibilities and Human Resource management activities of the MBS. Manage risk and audit queries.

ENQUIRIES : Mr MD Matlala on Tel No: 0123958789

POST 28/34 : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL UNIT) REF NO: NDOH 41/2022**
Chief-Directorate: Environmental Health and Port Health

SALARY : R450 939 per annum, as per (OSD)
CENTRE : Gauteng (Lanseria Airport)
REQUIREMENTS : A Degree / National Diploma or equivalent NQF 6 certificate in Nursing / General Nurse / Midwifery or Diploma in clinical nursing science, health assessment and treatment. Registration with the SANC as Professional Nurse. At least four (4) years' experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Knowledge of Port Health, South African Legislation, International Health Regulations and the Control of Communicable Diseases. Good communication (verbal and written), administrative, financial, planning, research/analysis and computer literacy skills. Must be willing to work long and irregular hours. A valid driver's license.

DUTIES : Management of medical emergencies according to the scope of practice. Adequate and speedy management of medical emergencies. Implementation of SOP's relating to ACSA terms and EMS transportation of sick passengers. Ensuring continuous availability of stock to manage emergencies. Effective monitoring and control of importation of communicable diseases through international travelers into South Africa. Screening of passengers from Infrared Thermal Scanners and those who are self-reporting. Quality Management and Infection Control measures. Implementation of Infection control principles / outbreak response to communicable diseases / Use of FED pack. Provision of adequate Human Resource and stock. Application of training, performance management, human resource policies i.e. leave. Implementation of International Health Regulation (2005).

ENQUIRIES : Ms F Bongweni Tel No: 012 395 9728