

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** : 26 September 2022 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 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 (in line with DPSA Practice note), failure to comply 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 prior to the final selection phase. Applications should be on one PDF format (If emailed). 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 34/76** : **CHIEF DIRECTOR: INTERNAL AUDIT AND RISK MANAGEMENT REF NO: NDOH 85/2022)**
Chief Directorate: Internal Audit and Risk Management
- SALARY** : R1 269 951 per annum, (an all-inclusive remuneration package), (basic salary consists of 70% of total package). The flexible portion of the package can be structured according to Senior Management Service Guidelines.
- CENTRE** : Pretoria
- REQUIREMENTS** : An undergraduate qualification (NQF 7) as recognized by SAQA 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 license. SMS pre-entry Certificate is required for appointment finalization.
- 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. Develop and maintain internal anti-corruption systems. Fraud/corruption risk assessment. Promotes and ensure implementation of Ethics and Integrity Management, including RWOPS. Implementation of the disclosure of financial interest on the e-Disclosure system.

- ENQUIRIES** : Ms V Rennie Tel No: 012 395-8504
- POST 34/77** : **DIRECTOR: HIV/AIDS TREATMENT, CARE AND SUPPORT REF NO: NDOH 86/2022**
Directorate: HIV Treatment, Care and Support
- 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** : A Bachelor's Degree (NQF 7) in Health Science or Social Sciences. Post graduate degree (NQF8) in Health Science or Social Sciences will be an advantage. At least five (5) years' experience at middle management level in HIV and AIDS programmes or related field. Extensive knowledge of HIV&AIDS and TB, Public Health, clinical approaches, STI programmes Community Based Services and Community development, district health support services, project/program management and data management. Sound and in-depth knowledge of the Health Act and regulations pertaining to the Act. Sound and in-depth knowledge of relevant prescripts and applicable human resources as well as understanding of the legislative framework governing the Public Service. Good communication (verbal and written), financial and project management, negotiation, people management, problem-solving, planning, organizing, time management, strategic planning, policy analysis and development, diversity management, facilitation, leadership and computer skills. Proven management competencies and leadership qualities. Ability work in a highly pressured environment. A valid driver's license. SMS pre-entry Certificate is required for appointment finalization.
- DUTIES** : Develop and review HIV Treatment, Care & Support guidelines, based on available scientific evidence, and implementation plans. Facilitate and monitor the re-alignment and implementation of treatment, care and support guidelines in all Health facilities. Facilitate the implementation of the NSP for HIV, TB and STIs. Develop national TB & HIV operational plan that is in line with the annual performance plan to implement expansion of HIV, TB and NCDs collaborative activities. Facilitate improved collaboration on HIV, TB and NCDs between national programmes. Provide support to provincial coordinators in strengthening managerial and technical capacity of districts to implement TB, HIV, NCDs collaborative activities in partnership with civil society. Strengthen the implementation of community-based HIV/AIDS, TB and Non-Communicable Diseases (NCDs) services using the Ward Based Primary Health Care Outreach Teams (WBPHCOT) strategy. Oversee the development of business plans process and assist provinces to develop the business plans according to the DORA requirements, with clear Indicator definitions and targets. Strengthen communication and social mobilization for patients with HIV/AIDS, TB and NCDs to access care and support services. Collaborate with the Advocacy and Social Mobilisation (ACSM) unit in the development and review of the communication strategy on treatment literacy and adherence. Manage financial resources as per PFMA and human resources per prescribed HR policies.

- ENQUIRIES** : Dr Z Pinini Tel No: 012 395 9200 / 9229
- POST 34/78** : **DIRECTOR: HOSPITAL MANAGEMENT REF NO: NDOH 92/2022**
Directorate: Hospital Management
- SALARY** : R1 073 187 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 Public Health / Health Science. NQF 8 or NQF 9 (Master's degree) qualification in Public Health / Health Science will be an advantage. At least five (5) years' experience at a middle/senior management level in Hospital Management. Experience must include Policy and Guideline development as well as Human Resources, Financial and Project Management. Knowledge of the National Health Act and other relevant legislation and prescripts. Knowledge of General Healthcare Management and Healthcare Systems and the Public Policy and Frameworks. Finance Policies, PFMA, DORA and Treasury Regulations etc. Knowledge and experience in policy development and analysis as well as Corporate Governance. Good leadership and problem solving, communication (written and verbal), conflict management, strategic and analytical, risk management, stakeholder and relationship management, computer (MS Office software), monitoring and evaluation and research as well as performance management skills. Ability to work independently, with the team and work irregular hours. A valid driver's licence.
- DUTIES** : Develop and align the annual performance plan (APP) to the policies of the department. Strengthen local accountability and governance of hospitals. Design and update the hospital healthcare service delivery model by defining the catchment areas and clinical services to rendered at each hospital level (secondary to quaternary). Manage human resources of the directorate through clear deliverables. Ensure prudent financial management in the directorate. Develop and oversee the risk management plan for the directorate.
- ENQUIRIES** : Ms P Netshidzivhani Tel No: 012 395-8142

OTHER POSTS

- POST 34/79** : **DEPUTY DIRECTOR: MEDICAL BIOLOGICAL SCIENCES GRADE 1 REF NO: NDOH 88/2022**
Directorate: Food Control
- SALARY** : R870 423 per annum, (an all-inclusive remuneration package), (basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines)
- CENTRE REQUIREMENTS** : Pretoria
A National Diploma (NQF 6) or Bachelor's Degree (NQF 7) in Natural Sciences which include subjects related to food safety. Post graduate qualification (NQF 8) in Public Health or Health Science will be an advantage. At least three years' appropriate experience after registration with HPCSA in the relevant profession. Knowledge of Food Control and Food Safety System of South Africa, Codex Alimentarius, technical aspect of related food safety topics e.g. food borne diseases, food hygiene. Knowledge of administrative aspect of law enforcement, legislative process, policy making, roles/ responsibilities of international bodies other Department and institutions involved in food safety and food control. Knowledge of the Constitutional/development in the country, Public Service Regulations and Legislation. Good communication (verbal and written), analytical, negotiation, interpersonal, planning, time management, project management and computer skills. A valid driver's license.
- DUTIES** : Manage the biological safety and programme support regarding the provision of the Public Service Act, Public Finance Management Act, Performance Management Development Systems, Capacity Building, Coordination, Financing and Procurement. Support IEC activities which include health education material (CD-Roms, flip charts, pamphlets, posters, and brochures), roll out of WHO Training, Manuals on 5 Keys, media enquiries, inputs iro Directorate's web page, and utilise exhibition unit for the Directorate. Support Port Health Services in respect of importation of foodstuffs. Assess the need

to develop/ update/ document export certification, recall Regulations and documentation of the Food Safety Alert System. Support the food control related services rendered by Provinces including local authorities and other stakeholders. Liaison with the Provinces and District municipalities to increase the authorisation of local authorities. Support/Participate in food safety and food control related initiatives within the African context and/or of International. Arrange/participate in bi-literal discussions with counterparts in neighbouring countries iro food import/export control. Management of risk and audit queries. Ms PT Campbell Tel No: 012 395 8800/8799

ENQUIRIES

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POST 34/80

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EMS DISTRICT MANAGER GRADE III REF NO: NDOH 94/2022

Chief Directorate: Emergency Medical Services and Disaster Medicine

Re-advertisement. Applicants who have previously applied need to re-apply.

SALARY

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Grade 3: R846 033 per annum. Registration with the HPCSA as paramedic or ECP and a minimum of three (3) years appropriate experience. Salary grade will be determined in accordance with the above requirements as per the OSD.

CENTRE

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Pretoria

REQUIREMENTS

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A Bachelor's Degree qualification (NQF 7) as recognised by SAQA in Emergency Medical Care. Registration with the Health Professional Council of South Africa (HPCSA) as an Emergency Care Practitioner. A National Diploma or Bachelor's Degree in Disaster Management will be an advantage. A proven experience in Emergency Medical Services, Management competencies, policy development and analysis and interaction with key role players in health care. Knowledge of National Health Act and the regulations pertaining to the Act, knowledge and understanding of policies related to facilities development and planning as well as related Acts and regulations. Knowledge of Public Finance Management Act (PFMA), Disaster Management Act 57/2002, and understanding of the legislative framework governing the Public Service. Good leadership, organisational, analytical, planning, communication (written and verbal) and computer literacy (Microsoft Office package) skills. Ability to work independently, high pressured environment and with the team and work irregular hours. A valid driver's licence.

DUTIES

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Develop, facilitate and monitor of the implementation of National Regulation, policy or programmes related to disasters. Represent and manage government or non-government district/provincial/national or international special events for the department of Health. Contribute to the development, implementation and monitoring of policies for response to district/provincial/national and international disasters. Undertake co-ordination and facilitation of the implementation of emergency preparedness plan for possible major incidents/disasters. Support units within NDOH and sector departments on transversal matters.

ENQUIRIES

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Mr Raveen Naidoo at 081 324-5555

NOTE

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Please note that preference will be given to African, Coloured and White.

POST 34/81

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DEPUTY DIRECTOR: STI PREVENTION REF NO: NDOH 87/2022

Directorate: HIV/AIDS Prevention Strategies

SALARY

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R744 255 per annum, (an all-inclusive remuneration package), [basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.

CENTRE

:

Pretoria

REQUIREMENTS

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Bachelor's Degree (NQF 6) in Health Science or Public Science. Postgraduate qualification (NQF7) in Health Science or Public Health will be an advantage. At least three (3) years' experience in junior management/ Assistant Director Level within HIV and AIDS programmes including prevention strategies. Knowledge in the field of HIV and AIDS, HIV Prevention programmes, policy development, monitoring and evaluation, project and/programme management and understanding of health challenges in South Africa and SADC region. Knowledge of the Public Service Act, 1994, Public Service Regulations, PFMA, Treasury Regulation, Labour Relations Act, 66 of 1995 and the Individual Grievance Regulations, 2010. Good communication (verbal and written), strategic leadership and coordination, planning, organizing, time management, diversity management and computer skills. A good track record of managing strategic programmes/projects of national scope. Willing to travel frequently, work long hours and the ability to function under pressure. Ability to work in a

		highly pressured environment driven by a sense of urgency to meet deadlines. A valid driver's license.
<u>DUTIES</u>	:	Coordinate and support implementation of the national HTS programme and STI management programme. Support implementation of STI management programmes and including coordinating with the following programmes HTS, HTAs, PEP, Youth HIV Prevention and Condoms. Monitor the coverage of the HTS and STI management and align implementation to the relevant policies, guidelines and implementation tools. Collaborate with provinces to close the gaps and reduce incidence of HIV and STIs. Provide support in the implementation of HTS, STI and financial management of the programme, including data management support. Monitor compliance to the operational plans and support the sub directorate to reach set targets. Coordinate needs analysis for capacity building for the HTS and STI programmes. Conduct needs analysis in collaboration with provinces and implementing partners.
<u>ENQUIRIES</u>	:	Dr T Chidarikire Tel No: 012 395 9153
<u>POST 34/82</u>	:	<u>ASSISTANT DIRECTOR: MEDICAL BIOLOGICAL SCIENCES GRADE 1 REF NO: NDOH 93/2022</u> Directorate: Malaria and Vector Borne Diseases
<u>SALARY CENTRE REQUIREMENTS</u>	:	R525 087 per annum, as per OSD Pretoria A National Diploma (NQF 6) in Biological Science, Communicable Diseases, Epidemiology, Public Health, Environmental Health or related fields. A Degree / Post-graduate qualification in Biological sciences, Communicable Diseases, Epidemiology, Environmental Health or Public Health will be an added advantage. At least three (3) years appropriate experience at a supervisory level in the relevant field after registration with the HPCSA in the relevant profession. Knowledge of epidemiology and research principles, regulation and practices (Financial, SCM and HR regulatory frameworks, policy development, implementation, evaluation and monitoring). Knowledge of communicable diseases and their control as well as diagnosis and treatment of malaria and vector borne diseases. Good Communication (verbal and written), co-ordination, project management, planning, organization, computer (MS Office package) skills. Ability to work under pressure, independently and willingness to travel and work irregular hours. Valid driver's license.
<u>DUTIES</u>	:	Strengthening implementation of malaria surveillance systems. Assist in coordination, planning and reviewing data for the development of the national malaria map. Provide technical support for the malaria directorate. Support monitoring and evaluation of implementation of activities within the cross-border district committees. Stratification of malaria burden to locality and household levels. Data analysis / audit for the local cases reported across the three provinces on the implementation of the Foci Programme. Facilitate the development of training materials for the mass screening and treating of malaria campaign. Management of risks and audit queries.
<u>ENQUIRIES</u>	:	Mr M A M Ramathuba Tel No: 012 395 8518
<u>POST 34/83</u>	:	<u>MEDICAL BIOLOGICAL SCIENTIST REF NO: NDOH 89/2022 (X2 POSTS)</u> Chief Directorate: Violence Trauma and Emergency Medical Services
<u>SALARY CENTRE REQUIREMENTS</u>	:	Grade 1: R322 746 per annum, as per OSD Pretoria A three-year National Diploma (NQF 6) in Microbiology or Biomedical Sciences. Current registration with the Health Professional Council of South Africa (HPCSA) in the relevant profession. At least one (1) year experience working in Biomedical or Microbiology laboratory or in processing of import and export tissue permits. Experience working with stakeholders such as Academic Institutions, Research organisations and others. Knowledge of human pathogens (microbiology/biology) as it relates to the form, structure, reproductive processes, genetics, taxonomy, and their role as pathogenic and/or immunizing agents. Knowledge of Good Laboratory Practices and Biosafety in relation to working pathogens. Knowledge of inspections of Microbiological Laboratories. Knowledge and understanding of the MTA governing import and export tissues and Chapter 8 of the National Health Act 6 of 2003. Good communication (verbal and written), interpersonal and computer skills (MS Office package). Attention to details.

- DUTIES** : Coordinate the import and export permit programme. Screen and review all import and export applications for appropriateness in relations to Regulations. Register microbiology laboratories as per the Regulations. Monitor microbiology labs for biosafety and biosecurity. Respond to queries from Clinical trials industries and the public. Evaluate questions and queries in line with Regulations. Enhance the quality of operation of Stem Cell Banks. Identify and conduct inspection for Stem Cell Banks, Tissue Banks and Gamete Banks and Fertility Clinics.
- ENQUIRIES** : Ms P Netshidzivhani Tel No: 012 395 8856
- POST 34/84** : **ENVIRONMENTAL HEALTH PRACTITIONER GRADE 1 REF NO: NDOH 91/2022**
- SALARY** : R322 746 per annum, as per (OSD)
CENTRE : Directorate: Port Health Services. SD: Gauteng City Deep
REQUIREMENTS : A Bachelor's degree/National Diploma or equivalent NQF 6/7 qualification in Environmental Health. Current registration with the HPCSA as an Environmental Health Practitioner. Completed Community Service Environmental Health. Technical and practical knowledge of Environmental and Port Health services. Knowledge of the legislative and policy framework informing this complex area of operation. Ability to interpret and implement applicable legislation and guidelines. Good communication (verbal and written), administrative, financial management, teamwork, interpersonal and computer skills (MS Office packages). A valid driver's license.
- DUTIES** : Prevention of cross-border/ cross-country transmission of communicable diseases through the point of entry due to international travel and trade. Screening of all travellers from WHO identified high risk countries. Monitor conveyance and imported consignments to ensure compliance with relevant legislation. Collect and submit samples of high-risk imported products for laboratory analysis. Ensure safe environment within point of entry in line with International Health regulations. Implement water quality monitoring program and food safety. Provide general administrative duties. Proper completion of attendance register, leave forms, conveyance registers, inspection registers sample registers etc. Strengthen Port Health services. Supervise community services EHP's and Scanner Operators.
- ENQUIRIES** : Ms SM Phasha Tel No: 011 613 5522/5692 or 060 991 0555
NOTE : Please note that preference will be given to Male candidates.
- POST 34/85** : **SENIOR IT TECHNOLOGIST REF NO: NDOH 90/2022 (X2 POSTS)**
Sub-Directorate: ICT Data Technology
- SALARY** : R321 543 per annum, (plus competitive benefits)
CENTRE : Pretoria
REQUIREMENTS : A three-year Bachelor's Degree/ National Diploma or equivalent NQF 6 qualification in Information Technology and ITIL Foundation certificate. At least two (2) years' experience in Information and Communication Technology. Experience in ICT Support, network directory and authentication services and systems like LDAP, Active Directory, e-Directory, Microsoft environment support and LAN (Local Area Network). Knowledge of general ICT support, e-mail system, servers, computer networks, computer security, computer standards and practices, computer hardware, software and peripherals such as servers, monitors, cables, physical layer, printers and modems. Knowledge of procedures and processes for installing, configuring, upgrading, troubleshooting and repairing applicable software, hardware and peripherals as well as knowledge of the OSI model, ICT System Development, Backup, Restore, Disaster Recovery and Archiving. Good communication (verbal and written), interpersonal, organization, analytical, problem solving and computer skills.
- DUTIES** : Maintain and make communication systems available. Provide ICT service support for the computer software and applications, computer hardware, computer networks (Wide Area Network (WAN) and Local Area Network (LAN), Virtual Private Network (VPN), Multi-Protocol Label Switching (MPLS)). Manage Customer relations. Perform IT advisory role to procurement of new equipment and advise on computer equipment replacement. Assist with policy, process and standards formulation and documentation as well as computer configuration management plan. Monitor and report on ICT services support and delivery. Ensure ICT service requests and incidents are reported,

addressed and resolved as per the service standards. Manage ICT risk and audit queries. Establish contingency plans with backup resources for ICT Service Support and Delivery.

ENQUIRIES

: Mr A Mabuza Tel No: 012 395 8640