

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** : 10 July 2023
- 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 only (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 21/40** : **DIRECTOR: ENVIRONMENTAL HEALTH REF NO: NDOH 23/2023**
Directorate: Environmental Health
- SALARY** : R1 162 200 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 appropriate recognized Bachelor's degree (NQF 7) in Environmental Health and a valid registration with HPCSA as an Environmental Health Practitioner. At least five (5) years' experience at MMS/SMS level in Environmental Health and/or Municipal Health. Knowledge of Environmental Health as well as the South African legislation, International agreements and International Health Regulations relating to Environmental Health. Good communication (verbal and written), leadership and management, administrative, project and financial management, strategic planning, research/analysis, planning and organizing, decision making, policy development and computer skills (MS Office package). Ability to work independently and as team player. A valid driver's license. SMS pre-entry Certificate is required for appointment finalization.

- DUTIES** : Facilitate the development and implementation of Environmental Health policies, guidelines, processes, procedures, legislation and related strategies. Participate in development and review of legislation from other departments that impacts on public health. Ensure environmental health services in South Africa are provided in line with relevant legislation and national policies, strategies and norms and standards. Ensure implementation of control measures and management protocols for communicable, emerging and re-emerging diseases in respect of the environmental. Facilitate investigation, management prevention, advocacy and control of environmental health related disease outbreaks and risks. Manage Environmental Health Services in responding to environmental health risks. Monitor the provision of environmental health in the country. Facilitate the monitoring of the rendering of environmental health services provinces for adherence to National Policy and Standards. Analyse environmental health data, identify trends, propose interventions and ensure policy review and alignment. Manage environmental health provision and support implementation of environmental management requirements. Ensure implementation and compliance to the National Environmental Management Act as well as adherence to development and implementation of environmental management plans and reports for the health sector. Coordinate air quality and indoor air quality implementation in particular. Manage risk, audit queries within the area of work and management of human and physical support. Supervise and provide leadership, guidance and direction to environmental health officials. Compile and monitor budget for environmental health directorate in line with financial policies.
- ENQUIRIES** : Ms APR Cele Tel No: (012) 395 8522
- NOTE** : Please note that preference will be given to African Females and Coloured, Indian and White (Males/Females).

OTHER POSTS

- POST 21/41** : **CHIEF ENVIRONMENTAL HEALTH PRACTITIONER REF NO: NDOH 25/2023 (X4 POSTS)**
Directorate: Environmental Health and Port Health Services
- SALARY** : R520 785 per annum, as per OSD
- CENTRE** : Pretoria
- REQUIREMENTS** : A Bachelor's Degree/National Diploma (NQF 6) in Environmental Health or Public Health. At least three (3) years' experience in Environmental Health and current registration with HPCSA as an Environmental Health Practitioner. Extensive knowledge on Environmental Health issues and the South African legislation in relation to Environmental Health. Good communication (verbal and written), leadership and management, research, analysis, planning, organizing, decision making, customer care, problem solving and computer skills (MS Office package). A valid driver's license.
- DUTIES** : Supervise and manage the issuance of human remains import and export permit for all Ports of Entry in the country. Manage the requests for the issuance of human remains permits and ensure permits are compiled in line with applicable regulations and guidelines. Supervise the analysis and maintenance of the human remains permits issuance system and data. Manage the collection of data generated from the system. Communicate with relevant stakeholders on the issuance of human remain permits. Supervise the management of hazardous substances. Conduct audit inspections of hazardous substances dealer's premises to monitor compliance and enforcement with the Act and its Regulations Provide assistance on the issuance of hazardous substances licenses. Provide technical support and data management on the DHIS data for Environmental Health and Port Health Services. Support the development and maintenance of the Environmental Health Information System (EHIS) for Environmental Health and Port Health Services. Collect, analyze and interpret DHIS data on a quarterly basis. Develop monthly and quarterly reports. Management of risk, queries and provide support on administrative functions. Supervise the capturing of documents on the system and ensure they are filed accordingly.
- ENQUIRIES** : Ms SP Masilela Tel No: (012) 395 8520
- NOTE** : Please note that preference will be given to males and females Coloured, Indian and White applicants.

POST 21/42 : **JUNIOR PRACTITIONER INFORMATION SYSTEMS SERVICES REF NO: NDOH 26/2023 (X2 POSTS)**
 Directorate: NHI Digital Health Systems
 (Contract Post Until 31 March 2024)

SALARY CENTRE REQUIREMENTS : R241 485 per annum, (plus 37% in-lieu of service benefits)
 : Pretoria
 : A National Diploma (NQF 6) qualification in Information Technology. At least one system administration or systems related certification course such as Novel Admin, Windows Administrator (Desktop and/ or Server 2008R2), Linus/Unix administrator will be an advantage. Technical certification courses e.g. A+, PC engineering, server maintenance will be an added advantage. At least one (1) year appropriate experience within the IT environment in providing Tier 1, 2 and 3 information systems service support. Basic knowledge of public health systems and management of integrated systems. Good communication (verbal and written), presentation, problem solving, analytical, decision making, time management and computer skills (MS Office package). A valid driver's license.

DUTIES : Contribute to the effective and efficient running of the service centre. Design and amend templates for system implementation support. Provide technical support to the HPRS users in the facilities. Respond to incoming call and tickets logged on the call management systems and assist with HPRS account log in as per the Protocols. Implement HPRS issue escalation protocols. Escalates unresolved queries in accordance to the Service Centre hierarchy. Implement general administrative duties. Management of risk and audit queries.

ENQUIRIES NOTE : Ms M Wolmarans Tel No: (012) 395 9149
 : Persons with disabilities are encouraged to apply.