

## NATIONAL 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** : 17 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 22/120** : **CHIEF DIRECTOR: POLICY COORDINATION AND INTERGRATED PLANNING (REF NO: NDOH 27/2023)**  
Chief Directorate: Policy Coordination and Integrated Planning
- SALARY** : R1, 371, 558 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 7) as recognised by SAQA in Health/Social Sciences. A postgraduate qualification will be an advantage. At least five (5) years' experience at the Senior Management level in research, policy, and strategy development and /or implementation. Extensive knowledge of strategic plan, organizational performance, PFMA, Public Service Regulation, Public Service Act, Finance Policies, Procurement Policies, HR Policies. Knowledge and understanding of National Health Act. Be fully conversant with government policies, sectoral plans & programmes, and rules, regulations and procedures. Good knowledge of government financial systems and procedures, analytical tools such as cost-benefit analysis, resource gap models, logical framework, project cycle etc. Ability to suggest appropriate policy recommendations in realizing the development goals and objectives. Excellent communication (verbal and written), strategic

capability and leadership, programme and project management, financial management, knowledge and change management, Service Delivery Innovation (SDI); problem solving and analysis, people management and empowerment, client orientation and customer focus and interpersonal skills. A creative and innovative thinker. Willingness to travel frequently and work long and irregular hours. Ability to function under pressure. A valid driver's license. SMS pre-entry Certificate is required for appointment finalization.

**DUTIES** : Develop and maintain strategic planning and reporting guidelines. Co-ordination and facilitate strategic and operational planning processes. Co-ordinate the submission of the performance information for the budget vote. Collate, analyse the information and consolidate the performance of the ENE and ensure timeous submission to National Treasury. Monitor and facilitate reporting on departmental programmes and activities against the government's programme of action cluster projects. Supervise/coordinate the Mid-Term Review Meetings and follow-up actions on policy recommendations. Develop the annual health plan as per section 21(5) of the National Health Act. Develop an integrated plan for the National Health System. Ensure management and technical leadership of the policy and planning chief directorate. Supervision of staff and management of financial resources.

**ENQUIRIES** : Ms M Wolmarans at Tel no (012) 395 9149

#### **OTHER POSTS**

**POST 22/121** : **DEPUTY DIRECTOR: DIETETICS GRADE I (REF NO: NDOH 28/2023)**  
Directorate: Child and Youth Health

**SALARY** : R946 461 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** : A BSc (Dietetics) with major subjects in therapeutic nutrition. Registration with the Health Professions Council of South Africa. At least three (3) years' experience at Assistant Director level dealing with child nutrition. Knowledge and comprehensive understanding of current nutrition issues, disease specific nutrition, infant and young child nutrition in the context of public health and maternal nutrition. Knowledge of programme management, policy development, training and development of training manuals. Knowledge of financial and human resource management and other public service policies. Good communication (verbal and written), facilitation, project management and computer skills (MS Office package).

**DUTIES** : Development and review of policies, guidelines, training and IEC material on maternal, infant and young child nutrition. Facilitate the review and development of the Infant and Young Child Feeding (IYCF) policy guidelines. Contribute to the improvement of the prevention and management of acute malnutrition. Support the training of healthcare workers on the prevention and management of acute malnutrition. Provide technical support on implementation of Infant and Young Child nutrition services. Support the implementation and the evaluation of the family-based nutrition assessment intervention to improve early identification of children with acute malnutrition. Coordinate the national breastfeeding technical working group activities. Convene Breastfeeding Technical Working Group Meetings with provincial stakeholders and partners to develop messages and a joint national World Breastfeeding Week concept note. Facilitate monitoring and evaluation of the Infant and Young Child nutrition programme. Conduct virtual engagements with relevant provinces/district/facilities to interrogate the IYCF indicators and data elements on National Indicator Data Set (NIDS). Manage human resources. Supports subordinates to implement planned activities within the Departmental policies.

**ENQUIRIES** : Dr T Chidarikire at tel no 012 395 9153/9774

**POST 22/122** : **ASSISTANT DIRECTOR: COMMUNITY LIAISON (REF NO: NDOH 29/2023)**

**SALARY** : R424, 104 per annum (plus competitive benefits)

**CENTRE** : Directorate: Health Promotion, Pretoria.

**REQUIREMENTS** : A National Diploma (NQF 6) qualification in Health Promotion or Public Health. Bachelor's Degree (NQF 7) qualification in Health Promotion or Public Health will be an advantage. At least three (3) years' experience in Health Promotion.

		Knowledge of the Constitution of the Republic of South Africa (Chapter 10, Public Administration), the National Health Act, Public Finance Management Act, Labour Relation Act, Employment Equity Act and Occupational Health and Safety Act. Knowledge of Programme and Project Management/Development as well as Health Promotion and Marketing. Knowledge and understating of the strategic priorities and policies of the department. Good communication (verbal and written), project management, planning, organizing, stakeholder management, technical, facilitation and presentation, interpersonal, analytical and computer skills (MS Office packages). A valid driver's license.
<b><u>DUTIES</u></b>	:	Establish tobacco cessation programmes. Engage and advocate for establishment of tobacco cessation program in identified health facilities. Capacity building of Provincial Coordinators on Tobacco Control. Develop training manuals on tobacco and related products. Plan and facilitate training in Provinces. Respond to tobacco and related products queries, create database on frequently asked questions and manage correspondence on tobacco issues. Create awareness on the risk associated with tobacco use. Develop IEC material including fact sheets on the risks associated with tobacco use and related products.
<b><u>ENQUIRIES</u></b>	:	Dr TL Moeng-Mahlangu at tel no 012 395 8782
<b><u>POST 22/123</u></b>	:	<b><u>ASSISTANT DIRECTOR: NATIONAL HEALTH INFORMATION SYSTEMS (REF NO: NDOH 30/2023)</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R424 104 per annum (plus competitive benefits)
	:	Directorate: National Health Information Systems. Pretoria
	:	An undergraduate qualification NQF 6 in Information Technology / Computer Sciences or Information Management as recognized by SAQA. At least 3-5 years' experience in health data management within the public sector or NGO sector. Experience should include database management, data collection and analysis. Knowledge of District Health Information Systems (DHIS/DHIS2) is a pre-requisite. Good communication (written and verbal), interpersonal, data analysis and visualization, advanced Microsoft Excel and SQL, problem solving, project management and report writing skills. Able to work independently and in a team. A valid driver's license.
<b><u>DUTIES</u></b>	:	Manage District Health Information System (DHIS) database. Ensure that DHIS / DHIS2 data generated is effectively managed and analysed. Conduct targeted assessment of hospitals and PHC data tools using RIPDA. Provide support to provinces and districts in the development of quality improvement plans and monitor implementation. Manage data request from programme managers in the National Department of Health and partners. Process data requests from both NDoH and external stakeholders within departmental policies. Conduct monthly data analysis, data quality checks and provide feedback and follow ups for hospitals and PHC. Provide feedback on data quality to the relevant Programme managers and provinces. Management of risk and audit queries. Manage the Audit of performance information by preparing data for the audit and provide provincial support during the Audit.
<b><u>ENQUIRIES</u></b>	:	Mr Mbulelo Cabuko on Telephone Number: (012) 395 – 9663
<b><u>NOTE</u></b>	:	Coloured / Indian and people with disabilities are encouraged to apply.