

POSITION: EXECUTIVE DIRECTOR - NATIONAL INSTITUTE FOR OCCUPATIONAL HEALTH LOCATION: BRAAMFONTEIN

Pay Grade: E5 (Two years fixed term contract)

Reference Number: NIOH06/04

MAIN PURPOSE OF THE JOB

Provide strategic direction, management oversight and monitoring the NIOH division of the NHLS to ensure the effective provision of Occupational Health Services including identification and investigation of occupational and environmental health and safety problems in line with the identified occupational health needs of the country.

KEY JOB RESPONSIBILITY

- Plan, develop, co-ordinate, monitor and audit the delivery of occupational health and safety (OHS) services provided to the NHLS, and other contracted organisations.
- Provide policy and technical advice, operational research in capacity-building activities in OHS to National, Provincial and Local Government Departments.
- Support the development of the OHS system for SA within the National Health Insurance (NHI) Policy Framework.
- Oversee the surveillance and monitoring of occupational diseases within SA.
- Develop a surveillance system for OHS.
- Provide Pathology examinations for occupational diseases on deceased mineworkers.
- Provide support to the Medical Bureau for Occupational Diseases (MBOD) and the Compensation Commissioner for Occupational Diseases (CCOD) of the National Department of Health.
- Prepare suitable responses to the outbreak of occupational diseases and guide, monitor and assist local authorities in response to these diseases.
- Ensure support for the WHO Global Plan of Action on Occupational Health (2018-2023), the ILO Initiatives on Occupational Safety and Health as well as ILO international labour standards.
- Develop and maintain partnerships and links with other National and International Institutes in Occupational Health.
- Ensure the identification and control of risks arising from physical, chemical, biological, ergonomic and other workplace hazards.
- Ensure that workers with disabilities are included in enabling workplace OHS programmes.
- Ensure that workers that may be considered to be marginalised e.g. Domestic Workers, Subcontracted Workers and Informal Economy Workers benefit from OHS workplace programmes.
- Undertake OHS surveillance and provide reports on the surveillance in SA.
- Provide advice, technical and research support as well as training to trade unions and employer organisations through participation in meetings, relevant workplace OHS activities and specialist committees.
- To develop and oversee the management of operational and capex expenditure and budgets of the NIOH, to ensure the most effective utilization of financial resources in accordance with the PFMA.
- Build and foster relations and work closely with the National Department of Health, other relevant

Government Departments, Research Institutes and Teaching and Training Organisations.

- To stay abreast of new and emerging issues and legislation that govern the practice of occupational health.
- Manage and monitor the operational performance of programme delivery in terms of time, cost and quality against operational objectives and standards.
- Ensure appropriate career paths and personal development of employees with NIOH.
- Provide the Board and other stakeholders with comprehensive, regular reports.

MINIMUM REQUIREMENTS

- Master's Degree in Occupational Medicine (NQF Level 9).
- Registration with HPCSA in relevant field.
- Minimum of fifteen (15) years' experience at an expert level (strategic & operational) within an Occupational Health and Safety environment of which five (5) years' experience must have spent at a Senior Management Level.
- Experience in managing a large department or unit budget.

Advantageous:

- PHD in occupational Medicine.
- Registration with SASOM.
- Management qualification.
- Experience, knowledge and understanding of the International Labour Organisation (ILO) Labour Standards as well as the WHO guidelines and policies for OHS.
- Knowledge of the relevant sections of the Compensation for Occupational Injuries and Diseases Act and the Occupational Diseases in Act and the Occupational Diseases in Mines and Works Act.
- Experience, Knowledge and understanding of the International Commission for Occupational Health guidelines, International Labour Organisation (ILO) Labour standards as well as the WHO guidelines and policies for OHS.

Attributes:

- Inspire a sense of vision, purpose and direction.
- Build organisational capability to deliver greater results.
- Exemplifies personal drive and integrity by adhering and promoting NHLS values and aligning processes accordingly.
- Understand organisation's direction and role within government and align activities with NHLS strategies.

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Closing date 14 September 2020



Should the successful candidate come from an internal academic platform, their appointment would be underpinned with the assurance to return to a vacant position in their respective discipline after the expiry of the fixed term contract.