

JANUARY 2020

GUIDELINES TO APPLICANTS

1. If you meet the requirements, kindly forward a concise CV to The relevant Practitioner/Administrator (Human Resources) by email or logging on to the NHLS career page <http://careers.nhls.ac.za> (I-Recruitment), quoting the reference number and the job title.
2. Response Email addresses of the relevant HR representative and or Region is supplied at the end of each regional adverts. The onus is on the applicant to ensure that their application has been received. Incomplete applications and applications received after the closing date will not be considered.
3. Any credentials of the contract of employment will be subject to criminal record checks, citizen verification, financial record checks, qualification/Study verification, previous employment verification; social media accounts behavior/comments verifications, competency/psychometric assessments, signing of performance contract on appointment, signing of an employment contract on appointment, presentation etc.
4. All health professional roles may be subjected to further assessment in line with the applicable matrix to determine the correct level.
5. Proof of registration with a Professional body (e.g. HPCSA, SANC etc.) and other supporting documents should accompany all applications.
6. Correspondence will be limited to shortlisted candidates only.
7. The NHLS is an equal opportunity, affirmative action employer. The filing of posts will be guided by the NHLS employment Equity Targets.
8. Successful applicants will be remunerated on the published scale associated with the grade of the post. This means that the remuneration of an applicant who is successful for a position that is lower than his/her current job grade will be adjusted downward with effect from the date of appointment.
9. External applicants shall be responsible for all expenditure related to attendance of interviews.
10. This is an open bulletin, External applicants are welcome to apply for this bulletin.

CLOSING DATE: 31 JANUARY 2020

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BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR EMERGING, ZOO NOTIC AND PARASITIC DISEASES
LOCATION: SANDRINGHAM
POSITION: LABORATORY ANIMAL TECHNOLOGIST
(AMENDMENT & RE-ADVERSITEMENT)
PAY GRADE: C3
REFERENCE NUMBER: NICD0919/001-001

To ensure that the operations of the CEZPD animal unit and supervision of laboratory animals husbandry is in line with operational requirements, including maintenance and breeding of laboratory animals for research and diagnostic purposes, production of diagnostic reagents using laboratory animals, inoculation of laboratory animals with diagnostic specimens and monitoring supervision of staff and their husbandry duties, aimed at providing health and a safe environment for laboratory animals.

Key Job Responsibilities

■ Supervise routine care, breeding, handling and cleaning carried out by the Animal Caretakers to ensure the health of animals (laboratory animals and poultry) for diagnostic and experimental purposes ■ Perform scientific procedures and support animal-based research activities as approved by the NHLS or other Animal Ethics Committee/s, including the monitoring of inoculated animals that are used for isolation/passaging of infectious agents and for production of seed virus stocks and the production of antigens and polyclonal antibodies in mice and other animals ■ Co-ordinate daily work within the CEZPD for producing diagnostic reagents and conducting virus isolation ■ Provide technical assistance to researchers (anaesthesia, bleeding, inoculation and euthanasia of laboratory animals) ■ Perform animal duties under BSL2, BSL3 and BSL4 conditions ■ Assist with field and laboratory-based research ■ Keep up to date with relevant, current and emerging research, methods and technologies ■ Facilitate and maintain registration of the animal facilities and related audits/inspections with the SAVC, DAFF and any other pertinent authorities ■ Facilitate and participate in animal ethics applications and related audits/inspections and ensure that all work at the facilities are performed in accordance with such ethics requirements ■ Maintain record-keeping of all documentation pertaining to animal work in the CEZPD to ensure good laboratory practice and ethical standards ■ Prepare and maintain SOPs to comply with good laboratory practice ■ Supervise subordinate staff and manage all staff-related activities, e.g. leave administration, performance management, etc. in accordance with NHLS policies and procedures ■ Present training to staff and visitors in animal technology in order to enhance and maintain compliance with safety and ethical standards and to transfer skills ■ Order consumables, animal food and related items, and perform stock control as required ■ Identify, report and make recommendations on infrastructure, equipment and operational issues related to the management of the animal facilities and animals ■ Write reports related to the use of laboratory animals and contribute to reports related to research outputs ■ Perform any reasonable ad hoc tasks which fall within the general function of the animal unit ■ Maintain registration with the South African Veterinary Council (SAVC).

Minimum Requirements and Key Competency

■ National Diploma in Laboratory Animal Technology ■ Full registration with SA Veterinary Council as Laboratory Animal Technologist ■ Animal handling under laboratory and, preferably, field conditions (2 to 5 years' experience) ■ Experience with training of staff is desirable ■ Knowledge and experience in handling and inoculation of different animal species (terrestrial vertebrates, mosquitoes, ticks and other arthropods) an advantage ■ Knowledge of GLP and biosafety level 2, 3 and 4 working conditions ■ Understanding and working knowledge of laboratory equipment e.g. autoclaves ■ Knowledge and understanding of ethical standards and requirements for utilizing laboratory animals and managing a laboratory animal facility ■ Basic virology understanding preferable ■ Animal handling skills, including administering and withdrawal of bodily fluids from laboratory animals, are required ■ Administrative skills required ■ Supervisory and good interpersonal skills required ■ Computer literacy required ■ Good Written and verbal communication skills required ■ Attention to detail ■ Flexibility / adaptability required ■ Ability to operate in a high-pressure environment ■ Willingness to work afterhours if required ■ Willingness to travel to support field-based research.

Enquiries may be directed to Gomotsang Mogomane @ 011 386 6425, email application to Recruiter2@nicd.ac.za

GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT:	NICD
DISCIPLINE:	CENTRE FOR RESPIRATORY DISEASES AND MENINGITIS
LOCATION:	WESTERN CAPE PROVINCE
POSITION:	ASSISTANT RESEARCH (FIXED TERM CONTRACT: 12 MONTHS) (RE-ADVERSITEMENT)
PAY GRADE:	B2
REFERENCE NUMBER:	NICDCDC1119/001-02

GERMS-SA is a national surveillance programme for diseases of public health importance: TB, HIV and AIDS related opportunistic infections, epidemic-prone diseases, sexually transmitted, vaccine-preventable diseases, antimicrobial resistance and zoonotic diseases. To assist with the execution of hospital-based/ clinic-based syndromic and laboratory-based syndromic and laboratory-based surveillance at designated sites for the relevant surveillance projects as per protocols. Implement projects which form part of the research and surveillance activities of the NICD.

Key Job Responsibilities

■ Assist the Surveillance Officer with the identification of patients meeting the surveillance or research study case definitions ■ Collect/ assist the Surveillance Officer with collection of clinical data from patients meeting the surveillance in research study case definitions ■ Complete structured interviews and/ collect samples from patients who meet the case definition for surveillance or research projects ■ Obtain /assist the Surveillance Officer to obtain informed consent from case patients or their next of kin ■ Receive and courier specimens such as urine, blood and respiratory samples ■ Trace results of routine investigations such as imaging and laboratory tests ■ Assist in preparation of presentations, report writing and other projects related topics ■ Assist with maintaining stocks and inventories of surveillance documents ■ Complete surveillance related documentation such as logs and case investigation forms ■ Perform patient-centred pre- and post-testing HIV counselling as required ■ Prepare patient and site study files ■ Help with the induction and training of new staff to the project ■ Effective team-working with other key surveillance, search and hospital-based staff ■ Attendance at any necessary programme related meetings to review performance with the study team ■ Monitor the progress and outcome of patients in and out of the hospital to ensure accurate data collection and recording ■ File surveillance and research records on-site after data collection, according to the relevant protocol ■ Actively participate in and contribute to surveillance and research-related activities, e.g. special research studies nested within the surveillance programme ■ Perform tasks assigned by the line manager, related to respiratory illness surveillance and research programmes ■ Performance of other study related duties, such as photocopying, preparation of ethics applications and data entry from study questionnaires as requested by the senior study staff ■ Follow established policies, procedure and objectives, continuous quality improvements objectives, safety, environmental or infection control to ensure compliance ■ Provide administrative support I all surveillance activities.

Minimum Requirements and Key Competency

■ Grade 12 ■ 6 Months work experience (Essential in a health related field) ■ Basic knowledge of surveillance (Essential) ■ Communication skills ■ Interpersonal skills ■ Accuracy skills ■ Attention to detail ■ Basic Numeracy skills ■ Listening skills ■ Customer care.

Enquiries may be directed to Zinhle Buthelezi @ 011 885 5404, e-mail application to Recruiter1@nicd.ac.za