

JUNE 2021**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 proficiency matrix to determine the correct level and or grade.
5. The NHLS reserves the right, at its discretion, to remove the advertisement and or not to appoint.
6. Internal employees are required to complete a period of twelve months in current role before they can be eligible to apply for transfer.
7. Proof of registration with a Professional body (e.g. HPCSA, SANC etc.) and other supporting documents should accompany all applications.
8. These positions are open to all employees of the NHLS Including the employees who are on contract in similar or different positions.
9. Correspondence will be limited to shortlisted candidates only.
10. The NHLS is an equal opportunity, affirmative action employer. The filing of posts will be guided by the NHLS employment Equity Targets.
11. 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.
12. External applicants shall be responsible for all expenditure related to attendance of interviews.

This is an open bulletin; External applicants are welcome to apply for this bulletin.

NB: The NHLS/ NICD is an equal opportunity employer thus the filling of posts will be guided by the NHLS/NICD Employment Equity Targets. Suitably qualified candidates from all designated groups are encouraged to apply.

CLOSING DATE: 18 JUNE 2021

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GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT:	NICD
DISCIPLINE:	CENTRE FOR EMERGING ZONOTIC AND PARASITIC DISEASES
LOCATION:	SANDRINGHAM
POSITION:	MEDICAL SCIENTIST (FIXED TERM CONTRACT: 6 MONTHS)
PAY GRADE:	MSI
REFERENCE NUMBER:	NICDCDC0621/001-01

This position requires the incumbent to apply specialised knowledge in order to perform tests, conduct research and assist with other laboratory functions in line with the centre's strategic objectives, with regard to parasitic diseases of medical importance.

Key Job Responsibilities

■ Performs specialised reference parasitology tests so that patients receive the appropriate treatment ■ Performs parasitology surveillance functions, including sample processing, data capturing and data analysis, to ensure a comprehensive knowledge is built up about the relevant parasites ■ Performs molecular biology tests to enable the laboratory to study parasites in more depth and enhance knowledge and keep abreast with current research ■ Perform R&D processes and sources funding for projects under supervision to improve laboratory services ■ Actively participates in the laboratory's quality management systems to ensure the laboratory produces accurate and reliable results ■ Performs administrative, procurement and equipment maintenance duties to ensure the smooth running of the laboratory ■ Assists with parasitology quality assessment programmes to help teach and upgrade the quality of laboratories ■ Assist with teaching and training offered by the laboratory to ensure that the participants are taught the correct methodology and their knowledge is improved ■ Presents at research forums, journal clubs and conferences and prepare scientific reports and manuscripts, as necessary.

Minimum Requirements and Key Competencies

■ MSc /PhD in Medical Science or relevant field ■ Registration with HPCSA as a Medical Scientist (Microbiology/Molecular Biology) ■ Three (3) years post-qualification experience in a laboratory (microbiology/molecular biology) ■ Project leader on at least 1 project protocol ■ Publish peer reviewed articles ■ Training and co-supervision of staff, interns scientist, technologists and students including involvement in the development of training programs or other tools ■ Good Laboratory Practice and Quality Assurance experience beneficial ■ Research methodology ■ Scientific writing and presentation skills and experience ■ Specific laboratory techniques especially molecular techniques e.g. PCR ■ Computer literacy ■ Communication skills (verbal and written) ■ Troubleshooting skills ■ Interpersonal skills ■ Data management, analysis and interpretation skills ■ Attention to detail, and time management skills ■ Ability to work accurately and quickly.

Note that a practical/technical interview may be included.

Enquiries may be directed to Kgaugelo Mkwanazi @ 011 386 6090, email application to Recruiter3@nicd.ac.za

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR HIV and STIs
LOCATION: NICD
POSITION: LABORATORY TECHNICIAN (FIXED TERM CONTRACT: 12 MONTHS)
RE-ADVERTISEMENT)
PAY GRADE: LT1
REFERENCE NUMBER: NICDCDC0321-002-02

To perform a variety of diagnostic analyses for HIV rapid test kit post market surveillance in support of the national HIV Point of Care Programme.

Key Job Responsibilities

■Manage sample collection and suitability for analysis ■Ensure equipment is maintained according to the defined SOP ■Manage data required for the efficient functioning of the lab in order to meet statutory and clinical requirements ■Ensure that quality services are supplied to customers by monitoring work and equipment to obtain maximized outcome ■Maintain safety standards in accordance with OHSA ■Conduct, process and interpret tests in terms of prescribed procedures, monitoring quality at all times ■Verify and report results (interpret, where applicable) and ensure that results are delivered timeously ■Undertake troubleshooting where necessary ■Maintain records and documentation of tests results and patient information ■Operating, monitor and calibrate analytic equipment according to relevant standards ■Adhere to quality assurance policies and procedures to ensure accuracy of laboratory results.

Minimum requirements and Key competencies

■Grade 12 (Maths and Science advantageous) ■HPCSA registration as Medical Technician in Virology ■One (1) years' experience in a laboratory environment ■Health and safety regulations ■Knowledge of technical appliances ■knowledge of quality control procedures ■Troubleshooting skills ■Attention to detail ■Use of laboratory equipment ■Analytical skills ■Communication skills ■Interpersonal skills ■Computer literacy (Excel/Word) ■Record keeping and filing skills.

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

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR RESPIRATORY DISEASES AND MENINGITIS
LOCATION: GAUTENG
(HELEN JOSEPH/ RAHIMA MOOSA MOTHER – CHILD HOSPITAL)
POSITION: OFFICER – SURVEILLANCE (FIXED TERM CONTRACT -12 MONTHS)
(RE-ADVERTISEMENT)
PAY GRADE: C2
REFERENCE NUMBER: NICDCDC0321/002-01

To collect clinical data and samples from respiratory patients at various designated clinical and hospital sites as well as home-visits for surveillance and operational research under programmes that fall within GERMS-SA hospital-based/ clinic-based syndromic and laboratory-based syndromic and laboratory-based surveillance, in the face of the COVID19 pandemic.

Key Job Responsibilities

■Rapidly identify surveillance cases by close liaison with clinicians and laboratory personnel, daily review of all new admissions, and by using other methods that are in place for that site ■Obtain informed consent and interview patients, clinicians and relatives to fulfill ethical requirements and ensure reliability of data ■Complete case report forms by interview and/or record review and submit timeously ■Conduct pre- and post-test counseling for HIV testing, as specified in the relevant surveillance or research protocol ■Take/ collect relevant specimens (nasopharyngeal, oropharyngeal, nasal and stool swabs, and venepuncture) from patients for laboratory testing as per protocol. Monitor the progress and outcome of patients in and out of the hospital to ensure accurate data collection and recording ■Produce weekly stats reports. File surveillance and research records on-site after data collection, according to the relevant protocol ■Actively participate in and contribute to surveillance-related activities ■Must be willing to travel between the various sites and do patient home visits ■Assist to obtain permission and ethics approval for surveillance and research activities in the region ■Perform tasks assigned by the line manager, related to NICD surveillance and research and assisting with hospital screening and specimen-taking.

Minimum Requirements and Key Competencies

■Three or Four Year Diploma in Nursing ■Three years' clinical work, post-qualification ■Two (2) years in clinical research would be advantageous ■SANC registration ■Registered as a Professional Nurse / Registered nurse or registered as a staff Nurse with at least two years' experience in oropharyngeal / nasopharyngeal specimen taking and venipuncture ■Computer Literacy: Microsoft Office skills (word, excel and PowerPoint) ■Valid driver's license (manual) ■Knowledge of infection prevention and control procedures. HIV counselling and testing certificate will be advantageous ■Good Communication skills both written and verbal (advantageous if proficient in English and languages used at the advertised site) ■Enthusiastic and keen to learn ■Own car would be preferable ■Good clinical practice certificate (GCP) preferable ■Ability to produce reports. Ability to maintain confidentiality, diplomacy and professionalism at all times ■Ability to work under pressure and adhere to deadlines ■Strong managerial and organizational abilities with attention to detail ■Self-motivated, able to work independently and as part of a multidisciplinary team.

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

BUSINESS UNIT: NICD
DISCIPLINE: ADMINISTRATION AND MANAGEMENT
LOCATION: SANDRINGHAM
POSITION: ANALYST DEVELOPER (FIXED TERM CONTRACT: 12 MONTHS)
(RE-ADVERTISEMENT)
PAY GRADE: C5
REFERENCE NUMBER: NICDCDC1120/001-03

Provide complex IT software solutions by working closely with business users throughout all phases of the software development lifecycle (SDLC) in support of the Institutes business processes.

Key Job Responsibilities

■ Follow and use proper project management principles on all projects ■ Participate in projects to understand new target systems' processes and provisioning needs and implement solutions ■ Communicates any and all progress, roadblocks, issues to the team and management in a timely manner ■ Facilitate Joint Analysis and Design (JAD) sessions, conduct business interviews and other information gathering techniques in order to determine business requirements ■ Analyse and document business requirements in consultation with users according to appropriate methodology and techniques ■ Design complex technical solutions in line with the Business requirements to ensure clarity and completeness of the solution ■ Develop and debug complex system components in line with technical specifications for quality implementation purposes ■ Determine and evaluate performance measures of the system to ensure optimal utilization ■ Scrub, manipulate and load data from other sources into the systems to ensure accuracy and correctness of information ■ Provides code review, testing, debugging, technical documentation, general testing instructions, and lead/assist in go-live planning, go-live moves, and post-live support ■ Troubleshoot and support issues identified ■ Ensure all change management and compliance procedures are being followed ■ Oversee resources associated with the design, development, testing and implementation phases of projects to ensure quality deliverables and assist in their growth ■ Provide training and documentation to relevant stakeholders to ensure they understand and can achieve optimal system utilization ■ Perform other duties as required or assigned by emergency or other operational reasons for which the employee is qualified to perform.

Minimum Requirements and Key Competencies

■ Three year Degree (Computer Science/ Software Development/Software Engineering) ■ Project Management qualification (desirable) ■ 3-4 years' experience as a Software Developer ■ 3+ years Microsoft .NET 3.5+ development using C# ■ 3+ years Microsoft .NET technologies including: WCF, WPF, WF, LINQ and EF ■ 3+ years' experience with web and mobile development technologies including ASP .NET, MVC3, JavaScript, AJAX and CSS ■ 3+ experience with database development including relational database design, SQL and ORM technologies ■ 3+ experience with user interface design and prototyping ■ Experience with source control management systems and continuous integration / deployment environments ■ Experience in leading and managing the delivery of system/ software development projects in a structured environment ■ Experience in the usage of UML ■ Experience configuring and development customizations for Microsoft SharePoint ■ SDLC ■ Automated testing ■ Software development approaches and methodologies including Agile and Waterfall ■ Multi-threading and concurrency ■ Debugging, performance profiling and optimization ■ Comprehensive understanding of object-oriented and service-oriented application development techniques and theories.

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

BUSINESS UNIT: NICD
DISCIPLINE: ADMINISTRATION AND MANAGEMENT
LOCATION: SANDRINGHAM
POSITION: ANALYST DEVELOPER (FIXED TERM CONTRACT: 12 MONTHS)
PAY GRADE: C5
REFERENCE NUMBER: NICDCDC0621/001-02

Provide complex IT software solutions by working closely with business users throughout all phases of the software development lifecycle (SDLC) in support of the Institutes business processes.

Key Job Responsibilities

■ Follow and use proper project management principles on all projects ■ Participate in projects to understand new target systems' processes and provisioning needs and implement solutions ■ Communicates any and all progress, roadblocks, issues to the team and management in a timely manner ■ Facilitate Joint Analysis and Design (JAD) sessions, conduct business interviews and other information gathering techniques in order to determine business requirements ■ Analyse and document business requirements in consultation with users according to appropriate methodology and techniques ■ Design complex technical solutions in line with the Business requirements to ensure clarity and completeness of the solution ■ Develop and debug complex system components in line with technical specifications for quality implementation purposes ■ Determine and evaluate performance measures of the system to ensure optimal utilization ■ Scrub, manipulate and load data from other sources into the systems to ensure accuracy and correctness of information ■ Provides code review, testing, debugging, technical documentation, general testing instructions, and lead/assist in go-live planning, go-live moves, and post-live support ■ Troubleshoot and support issues identified ■ Ensure all change management and compliance procedures are being followed ■ Oversee resources associated with the design, development, testing and implementation phases of projects to ensure quality deliverables and assist in their growth ■ Provide training and documentation to relevant stakeholders to ensure they understand and can achieve optimal system utilization ■ Perform other duties as required or assigned by emergency or other operational reasons for which the employee is qualified to perform.

Minimum Requirements and Key Competencies

■ Three year Degree (Computer Science/ Software Development/Software Engineering) ■ Project Management qualification (desirable) ■ 3-4 years' experience as a Software Developer ■ 3+ years Microsoft .NET 3.5+ development using C# ■ 3+ years Microsoft .NET technologies including: WCF, WPF, WF, LINQ and EF ■ 3+ years' experience with web development using ASP .NET, MVC3, JavaScript, AJAX and CSS ■ **1+ years' experience with mobile development** using either Xamarin.Forms, Xamarin.Android or Xamarin.iOS ■ 3+ experience with database development including relational database design, SQL and ORM technologies ■ 3+ experience with user interface design and prototyping ■ Experience with source control management systems and continuous integration / deployment environments ■ Experience in leading and managing the delivery of system/ software development projects in a structured environment ■ Experience in the usage of UML ■ Experience configuring and development customizations for Microsoft SharePoint ■ SDLC ■ Automated testing ■ Software development approaches and methodologies including Agile and Waterfall ■ Multi-threading and concurrency ■ Debugging, performance profiling and optimization ■ Comprehensive understanding of object-oriented and service-oriented application development techniques and theories.

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

BUSINESS UNIT: NICD
DISCIPLINE: CENTER FOR RESPIRATORY DISEASES AND MENINGITIS
LOCATION: SANDRINGHAM
POSITION: BIOINFORMATICS SCIENTIST
(FIXED TERM CONTRACT - 12 MONTHS)
(READVERTISEMENT)

PAY GRADE: D1
REFERENCE NUMBER: NICDCDC0920/001-04

To promote, build expertise and provide high-level bioinformatics solutions to all NICD users involve in both surveillance and research activities.

Key Job Responsibilities

■ Engage with users within the NICD nationally and the African continent ■ Co-ordinate shipments of samples from local labs and other African countries to the NICD ■ Perform basic and advanced analysis and interpretation on data produced from next generation sequencing systems as well as develop, improve, modify and operate data analysis pipelines ■ Conduct and initiate research in the area of NGS data analysis ■ Work closely with researchers and collaborators to generate/provide data analysis reports and perform custom analysis as requested ■ Participate in training staff/students/collaborators with bioinformatics skills and build confidence amongst African collaborators to analyze their own data ■ Monitor and manage bioinformatics requests/projects to ensure objectives of ongoing studies are achieved ■ Establish strong collaborative links with experts within the consortium in the area of bioinformatics.

Minimum requirements and Key competencies

■ MSc In Bioinformatics or related relevant field ■ PhD desirable ■ Two (2) years' experience with next - generation sequencing data analysis ■ Experience with the relevant sequence analysis tools/best practices ■ Background or experience in molecular biology or microbiology ■ Experience with working in a Linux/UNIX environment ■ Strong bioinformatics analysis and scripting experience including proficiency with a scripting language (e.g. Python, Java, Perl) ■ TIC/IP knowledge will be an added advantage ■ Project management knowledge ■ Have proven ability to formulating and/or implementing high; level bioinformatics solutions ■ Ability to work with others including international and collaborators ■ Project management, financial and costing skills ■ Innovation and problems solving skills ■ Ability to write successful grant applications and reports to funders and to publish findings in scientific journals ■ Ability to work with others including international collaborators and to manage junior staff and students.

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

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR HIV AND STIs
LOCATION: SANDRINGHAM
POSITION: MEDICAL TECHNOLOGIST (FIXED TERM CONTRACT: 12 MONTHS)
PAY GRADE: MT2
REFERENCE NUMBER: NICDCDC0621-001-03

Perform all duties pertaining to HIV project-related post market testing surveillance in the Sero-Molecular section for the Centre for HIV and STIs.

Key Job Responsibilities

Operational efficiency of laboratory

■Receive and prepare all samples for analysis and carry out all testing procedures in accordance with relevant SOP's within specified TAT's
■Manage data required for the efficient functioning of the lab in order to meet statutory and clinical requirements ■Ensure that quality services are supplied ■Maintain safety standards in accordance with OHSA ■Conduct, process and interpret tests in terms of prescribed procedures, monitoring quality at all times ■Verify and report results (interpret where applicable) and ensure that results are delivered timeously ■Undertakes to troubleshoot where necessary ■Operates various analytical equipment for tests ■Perform data checks and analyses as per SOP ■Perform administrative and procurement duties to ensure the smooth functioning of the laboratory.

QMS

■Monitors, calibrates and maintains devices according to relevant standards ■Perform preventive equipment maintenance performed as per set schedule ■Adhere to quality assurance policies and procedures to ensure the accuracy of laboratory results ■Log non-conformances, identify corrective and preventive actions and determine root cause ■Trend analysis of non-conforming events with appropriate corrective and preventive measures ■Participate in EQA up to review and distribution of results.

Teaching, Training & Dev of Laboratory staff

■Training, coaching and provide technical support to Lab Technicians, Student Medical Technologists, Registrars, Pathologists and Laboratory Assistants.

Minimum requirements and Key competencies

■National Diploma in Medical Technology or Biomedical Technology ■ HPCSA Registration as a Medical Technologist in Virology essential ■Four (4) years of post-qualification experience (of which two years should be in serological testing) ■Preparation of samples for examination ■Knowledge for the use of specialised instrumentation ■Accurate interpretation of results ■Accuracy and organisational skills ■Attention to detail ■Ability to identify problems and troubleshoot ■Ability to work independently and collaboratively ■Communication Skills (Verbal, written & presentation) ■Computer Literacy essential (Word/Excel) ■Good understanding of statistical methods for method validation ■Time management and evaluation Skills.

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