

MARCH 2022

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: 15 MARCH 2022

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BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR VACCINES AND IMMUNOLOGY &
CENTRE FOR EMERGING, ZOOBOTIC AND PARASITIC DISEASES
LOCATION: SANDRINGHAM
POSITION: CENTRE HEAD X2 (EXTENSION OF CLOSING DEADLINE)
PAY GRADE: E1
REFERENCE NUMBER: NICD0222/002-03

The Centre for Vaccines and Immunology (CVI) comprises the National and WHO Regional Reference Laboratories for acute flaccid paralysis and measles and rubella surveillance. In addition, the Centre conducts projects on viral hepatitis, TB and other vaccines preventable diseases. The Centre furthermore supports the Global Polio Eradication initiative (GPEI) through BSL 3 laboratory and environmental surveillance laboratory. CVI also provides epidemiological, virological and immunological support to the NDOH for vaccine preventable diseases.

The Centre for Emerging, Zoonotic and Parasitic Diseases (CEZPD) provides national and regional capacity for the diagnosis, surveillance and research of viral, bacterial and parasitic pathogens, particularly those classified as zoonotic BSL 3 and BSL 4 agents. Many of these agents causing high rates of morbidity and/or mortality are of great public health concern, and require rapid detection to institute timely outbreak control measures and patient management.

Two Centre Heads are required to provide administrative and scientific leadership, management and strategic direction for the Centres in line with NICD's role and responsibilities. To facilitate close working relationships and cohesion between the Department of Health, various sections within the Centre and other NICD centres.

Key Job Responsibilities

- Provide administrative and scientific leadership for the Centre in line with NICD's strategic role and responsibilities
- Assist the National Department of Health and other stakeholders with timely expert advice and surveillance/research data relevant the Centre's area of focus
- Establish strategic goals for the Centre through a consultative process with creation/regular review of the Centre's annual and 5-year strategic plans
- Ensure that operational objectives are met according to agreed project timelines as per the strategic plan and annual performance plan
- Facilitate closer working relationships between sections in the Centre and with other Centre Heads in those areas where there exist opportunities for joint working towards common goals and NDOH priorities
- Be responsible for Centre budget (operational and capital expenditure) creation, expenditure and financial governance
- Ensure the Centre is compliant with NICD/NHLS policies and directives
- Be proactive in ensuring that successful grant applications are submitted and research funding raised by the Centre team
- Ensure that all sections contribute to the outputs of the Centre in terms of NICD surveillance publications, peer-reviewed scientific publications and other reports
- Create/maintain a cross-Centre team to co-ordinate a high quality teaching and training programme responsive to national and international requirements
- Undertake section lead responsibilities for one Centre section according to experience/skills, where applicable
- Document and maintain records of all Centre outputs through periodic Centre activity reports and contributions to the NICD annual report
- Co-ordinate the Centre's interaction with media in line with NICD/NHLS policies
- Ensure that the Centre is responsive to outbreaks of Public Health Significance and to support the functions of the Emergency Operations Centre
- Ensure that the Centre is at cutting edge of latest developments and to encourage innovative initiatives
- Promote transformation and development in the Centre Management of all staff to ensure the centre is operated both efficiently and effectively
- Be a brand ambassador for the NICD.

Minimum requirements and key competencies

■Medical Qualification ■HPCSA registered specialist or PHD in Public Health or Clinical Microbiology/Virology/Infectious Diseases or Epidemiology ■Management and Leadership qualification ■Ten (10) years Management experience preferably in a public health institution ■Eight (8) years communicable diseases/public health experience/epidemiology/ infectious diseases ■Managerial/ administrative experience (> 10 years) ■Financial management (> 5 years) ■Public health surveillance experience (> 5 years) ■Laboratory experience (>3 years) ■Writing successful grant applications and performing research(> 5 years) ■Teaching and training experience (> 5 years) ■Knowledge of Microbiology, Virology, Immunology, Molecular Biology desirable ■Knowledge of statistics ■Knowledge of statistical software packages desirable ■Knowledge of quality management ■Communicable diseases knowledge ■Communication and interpersonal skills ■Team-building skills ■Time management skills ■Planning skills ■Project Management skills ■Research methodology ■Communication skills ■Interpersonal skills ■Report writing skills ■Computer Literacy.

Enquiries may be directed to Azia Nxumalo @ 011 555 0581, email application to Recruiter4@nicd.ac.za

NB: Candidates who have already submitted their application do not need to re-submit

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR EMERGING ZONOTIC AND PARASITIC DISEASES
LOCATION: SANDRINGHAM
POSITION: PATHOLOGIST (EXTENSION OF CLOSING DEADLINE)
PAY GRADE: PHI
REFERENCE NUMBER: NICD0222/002-04

To direct the operations of the Parasitology Reference Laboratory within the framework of a quality system. To ensure that the reference diagnostic and surveillance/research output is delivered in accordance with the principles of good laboratory practice and to provide a professional consultative service to clinicians and other centre stakeholders. To promote appropriate and cost effective utilisation of laboratory services so as to facilitate optimization of patient management and the public health objectives of the centre. To contribute to training and research outputs.

Key Job Responsibilities

Service

■Responsible for management of the Parasitology Reference Laboratory and supervision of laboratory staff in collaboration with the laboratory manager ■Contribute to the strategy of the centre as a member of the centre management team ■Responsible for implementation of short and longer term laboratory surveillance and research projects ■Provide expert advice to all internal and external customers in order to resolve clinical, reference diagnostic and infection outbreak-related queries and concerns in a professional and timely manner and respond to complaints about any aspect of the pathology service output in a professional and timely manner to promote sound customer relations ■Provide input into changes and improvement to SOPs ■Contribute to the adherence and compliance to quality systems in the centre to comply with SANAS requirements and ensure continuous quality improvement ■Comply with the principles of good laboratory practice, full SANAS accreditation requirements and relevant legislation ■Validate new instruments/tests for laboratory or national programmes.

Teaching and Training

■Teach and train pathology staff (Registrars, Scientists, Technologists, Technicians) and other healthcare workers ■Work with the team to coordinate teaching modules ■Contribute to the departmental CPD-accredited programmes ■Be involved in undergraduate and postgraduate teaching.

Research and surveillance

■Seek external funding for surveillance and research ■Responsible to design, implement and report on relevant surveillance programmes at a national and international level in collaboration with centre epidemiologists ■Conduct infection outbreak investigations in collaboration with centre epidemiologists and advise on appropriate reference laboratory investigations ■Conduct research in order to contribute to publications and other technical/scientific outputs and towards translation of policy and service ■Collaborate with other departments/organisations at a national and international level and represent the NICD on national and international working groups/committees.

Minimum requirements and Key Competencies

■Medical degree plus FCPath or MMed in microbiology or clinical pathology (essential) ■MSc or PhD in clinical microbiology or a related field (desirable) ■Registration with the HPCSA as a pathologist in microbiology or clinical pathology (Independent practice category) ■At least 3 years' experience as pathologist consultant; at least 1 year of laboratory management experience ■Successfully supervised undergraduate and/or postgraduate students (BSc-Hons, MSc, MMed, PhD) ■Evidence of peer recognition such as invitations to national conferences/ working groups and to review manuscripts for journals ■Interest in medical parasitology, microscopy and histopathology would be an advantage ■Active as a co-investigator/collaborator on research projects ■Familiar with laboratory safety procedures ■Working knowledge in medical conditions, in particular clinical pathological correlation ■Principles of analytical methodology ■Laboratory quality assurance processes ■Method validation including statistical calculations ■Familiar with the principles of applied research methodology with evidence of at least 3-5 peer reviewed publications in clinical microbiology ■Practical laboratory techniques where relevant ■Computer literacy ■Communication skills ■Presentation skills ■Analytical and diagnosing ■Problem solving.

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BUSINESS UNIT: NICD
DISCIPLINE: DIVISION OF PUBLIC HEALTH SURVEILLANCE AND RESPONSE
LOCATION: SANDRINGHAM
POSITION: SENIOR PUBLIC HEALTH EPIDEMIOLOGIST
(EXTENSION OF CLOSING DEADLINE)
PAY GRADE: D4
REFERENCE NUMBER: NICD0222/002-05

To head the national Notifiable Medical Conditions (NMC) Programme in the Division of Public Health Surveillance and Response (DPHSR) and manage all aspects of the NMC surveillance programme including human resources, budgets, processes, standard operating procedures (SOPs), collaboration with internal NICD stakeholders and Centres, data collection, management and analysis, reporting, external stakeholder engagement and strategic planning. The incumbent will be an integral member of the DPHSR leadership team, and participate and support all DPHSR activities. This will include collaboration with DPHSR Units to support the national and provincial departments of health in the investigation of outbreaks and other communicable disease events, training and supervision of the South African Field Epidemiology (SAFETP) residents, writing grant proposals and management of grants, writing of scientific papers for peer-reviewed publication. The NMC head will also contribute to broader NICD strategic planning including implementation of integrated data management systems to strengthen surveillance and response to infectious disease outbreak and support of National Department of Health.

Key Job Responsibilities

- Together with the Head of the Division, develop and deliver on strategic objectives pertaining to the national Notifiable Medical Conditions (NMC) surveillance programme, in keeping with the mission statement of the NICD
- Manage all aspects of the NMC surveillance programme as follows
 - Manage provincial NMC nurse coordinators to ensure adequate roll-out and uptake of NMC reporting systems, and that private practitioners, provincial and district health departments and all health care workers are familiar with and receive training on NMC reporting tools and methods
 - Facilitate collection of NMC data from private sector (laboratories, medical aids and hospitals)
 - Collaborate with NICD IT and other stakeholders to ensure integrity of NMC data collection, management and processing
 - Manage NMC epidemiologists to conduct NMC data analysis, and reporting
 - Collaborate with NICD Centres to ensure that Centres participate in NMC processes, data review, cleaning, analysis and reporting
 - Provide or supervise the provision of written and oral reports/presentations on NMC activities and data to appropriate stakeholders
 - Maintain and develop relationships with all necessary external stakeholders who have an interest in or support the NMC programme, including but not limited to national and provincial departments of health, (including environmental health), the private sector (laboratories, medical aids and hospitals), StatsSA
 - Develop and ensure adherence to NMC budgets
 - Play an active and supportive role in the broader activities of the DPHSR sections, including GERMS-SA, Outbreak Response Unit (ORU)/Emergency Operating Centre (EOC) and Provincial Epidemiology Team by providing technical support and human resources for public health responses to outbreak investigations and other communicable disease events, writing of grant proposals and management of grants, protocol development for DPHSR projects
 - In collaboration with the ORU/EOC and NICD Centres, provide support to provincial departments of health in outbreaks investigation and response in field
 - Be actively involved in the writing and submission of scientific papers
 - Participate in and represent the NICD and DPHSR in relevant internal, provincial, national and international meetings to facilitate the objectives of the NMC and/or the DPHSR
 - Provide field supervision and training of the SAFETP residents and contribute to the teaching within the SAFETP long and short courses
 - Comply with any reasonable and lawful instruction issued by the manager.

Minimum requirements and Key Competencies

■MSc (Epidemiology/Biostatistics)/ MPH or MPH (Field epidemiology) ■PhD in Epidemiology/Public Health or equivalent desirable ■Six (6) years post qualification experience in infectious disease epidemiology surveillance within a public setting ■ At least 4 years' experience as a leader in a public health setting ■Field experience in infectious diseases ■ Experience with data analysis and public health research ■Experience in working in public health sector ■Experience in stakeholder management ■Epidemiology and statistical methods ■Basic knowledge of and insight into laboratory practice with specific reference to infectious diseases ■Knowledge of a statistical software package for epidemiological analysis, MS Access, Excel, STATA or SAS)■Leadership and management skills ■Good understanding of the health systems in South Africa ■ Excellent interpersonal and communication skills ■Problem solving skills.

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BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR HIV and STIs
LOCATION: SANDRINGHAM
POSITION: MEDICAL SCIENTIST
PAY GRADE: PRINCIPAL (MSP)
REFERENCE NUMBER: NICD0322-001-01

The successful candidate will optimise, manage and lead the laboratory working group for HIV vaccine (prevention and therapeutic) and prevention research e.g. antibody-mediated protection, in collaboration with the HIV diagnostic endpoint laboratory, Cell Biology and the epidemiology team, within the Centre for HIV and STIs. This is a key and challenging post offering great career potential for the right person. There are established major regional and international collaborations that are essential to manage.

Key Job Responsibilities

- Overall supervision and responsibility of the Centre's HIV vaccine research laboratory to ensure compliance with the mandate of the National Institute for Communicable Diseases (NICD)
- Establish processes to ensure optimal research befitting a national reference laboratory and to understand the characteristics of HIV vaccine and prevention research that will lead to public health interventions
- Improve the design and functioning of the HIV vaccine research/prevention laboratory for the Centre with an appropriate spectrum of laboratory tests for assessing and carrying out appropriate research into virological research
- Institute, design and manage HIV virological research programmes to assess impact on infections and disease
- Provide expert virological advice and guidance for the Centre in the area of HIV vaccine/prevention research
- Provide expert virological advice to internal (NICD and NHLS) and external (Department of Health, Centers for Disease Control and Prevention [CDC], WHO, etc.) stakeholders
- Design, supervise, manage and analyse data from research projects within the Centre
- Lead a team of scientists to develop a research agenda related to HIV prevention research and publish and present virological research findings within the NHLS and at scientific congresses
- Provide teaching and training to registrars, scientists in the Centre and at NICD in order to increase capacity in the Institute
- Be a member of expert committees related to advising and guiding the Department of Health and other professionals on issues related to above.

Minimum Requirements and Key Competencies

- PhD
- Registration with HPCSA as a Medical Scientist (Virology) will be advantageous
- Five (5) years' post-PhD experience in virology, including laboratory bench skills and experience with research essential
- Three (3) years managerial experience in the laboratory environment or related medical field will be an advantage
- Knowledge of research methodologies with an established publication record
- Knowledge of scientific grant applications and attracting grants essential
- Rating with a national or international organisation will be an advantage
- Knowledge of data management
- The ability to conduct scientific research
- Good communication (verbal and written) and interpersonal skills
- Good presentation skills
- Computer literacy
- Management skills
- Planning and organising skills
- Analytical skills
- Basic financial management skills.

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BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR HIV and STI's
LOCATION: SANDRINGHAM
POSITION: PATHOLOGIST
PAY GRADE: PHE
REFERENCE NUMBER: NICD0322-001-02

To contribute in the management of the pathology laboratory or major sub-component, thereof, within the framework of HIV and STI surveillance. To ensure that the surveillance output is delivered in accordance with the principles of good laboratory practice and to provide a professional consultative service to policy makers and clinicians. To develop appropriate research programmes and contribute to training health professionals

Key Job Responsibilities

Service

■Responsible for management of centre reference laboratories (STI) and supervision of laboratory staff in collaboration with the laboratory manager ■Contribute to the strategy of the centre as a member of the centre management team ■Responsible for implementation of short and longer term laboratory surveillance and research projects ■ Provide expert advice to resolve clinical and diagnostic queries in a professional and timely manner ■Contribute in the design, development and maintenance of quality system ■Comply with the principle of good laboratory practice, full SANAS accreditation requirements and relevant legislation ■Contribute to the overall management of the laboratory including budgets.

Teaching and Training

■Contributes towards teaching and training of Registrars, Scientists, Technologists and Technicians ■Contributes towards teaching and training of undergraduate students in accordance with University requirements ■Contribute to the departmental CPD programmes.

Research and surveillance

■Responsible to design, implement and report on relevant surveillance programmes at a national and international level in collaboration with centre epidemiologists ■Conduct research in order to contribute to the publications and towards translation of policy and service.

Minimum requirements and Key Competencies

■Medical degree plus FCPATH or MMed in microbiology, clinical pathology or virology (essential) ■Registration with the HPCSA as a Pathologist in microbiology, clinical pathology or virology (Independent practice category) ■Experience as pathologist consultant ■Successfully supervised undergraduate and/or postgraduate students (BSc-Hons, MSc, MMed, PhD) ■Evidence of peer recognition such as invitations to national conferences/ working groups and to review manuscripts for journals ■Active as a co-investigator/collaborator on research projects ■Familiar with laboratory safety procedures ■Working knowledge in medical conditions, in particular clinical pathological correlation ■Principles of analytical methodology ■Laboratory quality assurance processes ■Method validation including statistical calculations ■Familiar with the principles of applied research methodology with evidence of peer reviewed publications in clinical microbiology ■Practical laboratory techniques where relevant ■Computer literacy ■Communication skills ■Presentation skills ■Analytical and diagnosing ■Problem solving.

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