

MARCH 2025

GUIDELINES TO APPLICANTS

1. If you meet the requirements, kindly email a detailed CV to the relevant Practitioner/Administrator (Human Resources), quoting the reference number and the job title. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA).
2. Proof of current registration with a Professional body (e.g., HPCSA, SANC, etc.) and other supporting documents should accompany all applications e.g., qualification's identity document, driver's license etc.
3. Response Email addresses of the relevant HR representative and is supplied at the end of each regional advert. 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.
4. Candidates' credentials will be subjected to criminal record checks, citizen verification, financial record checks, qualification/Study verification, previous employment verification, and social media accounts behavior/comments verifications.
5. Candidates may be required to undergo competency/psychometric assessments, presentations, typing tests, or any other related assessments.
6. All health professional roles may be subjected to further assessment in line with the applicable proficiency matrix to determine the correct level.
7. At its discretion, The NHLS reserves the right to remove the advertisement and or not to appoint.
8. Correspondence will be limited to shortlisted candidates only.
9. These positions are open to all employees of the NHLS Including the employees who are on contract in similar or different positions.
10. Internal employees are required to complete a period of twelve months in their current role before they can be eligible to apply for transfer.
11. The NHLS is an equal opportunity, affirmative action employer. The filling of posts will be guided by the NHLS employment Equity Targets.
12. Successful applicants will be remunerated on the entry level of the published pay scale associated with the advertised position grade and in line with the recruitment and selection policy, salary offer clause. 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.
13. **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 10 APRIL 2025

TABLE OF CONTENT

TABLE OF CONTENT	PAGE
NICD VACANCY	1-18

BUSINESS UNIT: NICD
DISCIPLINE: DIVISION OF PUBLIC HEALTH, SURVEILLANCE AND RESPONSE
LOCATION: SANDRINGHAM
POSITION: HEAD OF OUTBREAK RESPONSE UNIT – (RE-ADVERTISEMENT)
PAY GRADE: D4
REFERENCE NUMBER: NICD0225/001-03

Lead the Outbreak Response Unit and the Emergency Operations Centre of the NICD by providing clinical diagnostic support (differential diagnoses, interpretation of laboratory test results, infection prevention and control, disease epidemiology and outbreak investigation) and management of all aspects of outbreak-related activities, including outbreak preparedness, verification, response, after action review through collaboration with internal and external stakeholders including but not limited to NICD Centres, national, provincial and district health departments and the World Health Organization.

Key Job Responsibilities

■ Provide differential diagnoses, diagnostic and treatment advice, interpretation of laboratory tests, and infection prevention and control management advice regarding infectious disease cases which are referred to NICD as part of outbreak verification ■ Provide technical support for outbreak investigations and communicable disease management in the following technical areas: diagnostic testing, clinical management, infection prevention and control, epidemiology, and others where appropriate to qualifications and experience ■ Ensure that the Outbreak Response Unit / Emergency Operations Centre (ORU/EOC) receives, investigates, documents and reports on outbreak alerts from diverse sources including NICD 24-hour hotline, media, health-care workers in public and private sector, while ensuring communication and collaboration between ORU, EOC, NICD Provincial epidemiology teams, NICD Centres, National and provincial departments of health is maintained ■ Be responsible for Emergency Operations Centre preparedness including development of surge capacity workforce, conducting risk assessments, training in incident management system, development of outbreak preparedness plans through collaboration and co-operation with diverse stakeholders ■ Be responsible for Emergency operations Centre response during an activation including development and implementation of specific emergency response plans, reporting at close-out and after action review ■ Conduct media interviews and respond to written enquiries from media pertaining to outbreak response investigations and activities in line with NICD policy ■ Develop and implement a strategic plan including budgets for the ORU/EOC including technical, human resources, financial and information technology components to ensure that the ORU/EOC is able to facilitate a coordinated NICD or national response to outbreak investigation activities through liaison within the Division of Public Health Surveillance and Response (DPHSR), with specialist NICD Centres, with Notifiable Medical Conditions Surveillance and with national, provincial and district departments of health and international stakeholders including the WHO ■ Provide and/or review material for NICD website in support of outbreak preparedness and in response to outbreak investigations ■ Represent NICD at national government and to international partners in appropriate contexts, including working groups, expert committees and outbreak response teams ■ Develop and promote operational research and obtain research funding regarding outbreak response in line with NICD's public health research mandate ■ Conduct teaching and training activities (including development of training material, learning objectives) in support of outbreak investigation for NICD staff and students rotating through the unit, (field epidemiology training programme residents, public health registrars, laboratory and epidemiology staff) and external stakeholders (health care workers at district, provincial and national levels, students at tertiary education facilities and others as the need arises) ■ Together with NICD Surveillance Information Management Unit (SIMU) and NICD IT staff, maintain existing and develop new information and communication technology systems including databases, dashboards, data collection and reporting systems to support event-based surveillance.

Minimum Requirements and Key Competencies

■ Medical Doctor (MBBCh/MBChB) ■ Public Health Emergency Management (PHEM) specialist (desirable) ■ Specialist medical qualification (FCP or FCPath or FCPaeds or FCPublic Health) **OR** PhD/ Master's degree in Biostatistics / Public Health / Field Epidemiology ■ Diploma in Tropical Medicine and Hygiene (desirable) ■ Registration with HPCSA (desirable) ■ Experience in public sector diagnosis/management of communicable disease and/or outbreak response (> 5 years desirable) ■ Experience in writing research proposals, submission of grant applications, and data collection and analysis a (desirable) ■ Experience with preparation and delivery of presentations, report-writing, and submission of publications to peer-reviewed journals ■ Experience in teaching and training of undergraduates and post-graduates(> 5 years) ■ Administration of projects / department ■ Leading a team ■ Strategic management ■ Budgeting ■ Working with high-level stakeholders.

Enquiries may be directed to Mammei Hlehlisi - Galo @ 011 555 0581, email application to Recruiter4@nicd.ac.za

BUSINESS UNIT: NICD
DISCIPLINE: MANAGEMENT AND ADMINISTRATION
LOCATION: SANDRINGHAM
POSITION: MANAGER TECHNICAL
PAY GRADE: D3
REFERENCE NUMBER: NICD0425/001-01

To oversee the operation, maintenance, upgrading, (re)certification and development of high and maximum containment (BSL3 and BSL4) laboratory facilities and infrastructure at the National Institute for Communicable Diseases (NICD), and the greater National Health Laboratory Services (NHLS) institutions, in South Africa in accordance to current local and international Biosafety and Biosecurity regulations and practices

Key Job Responsibilities

■ Participate with senior management at the NICD / NHLS institutions to oversee all aspects of biosafety and biosecurity, particularly with respect to high and maximum containment facilities ■ Participate in the development of biosafety and biosecurity guidelines and regulations for NHLS institutions in South Africa ■ Lead the biocontainment engineering team to provide advice and direction in the design, budgeting, construction, upgrading and maintenance of high and maximum containment facilities ■ Develop containment principles, facility design, practices and procedures to prevent occupational infections in the workplace or the release of the organisms to the environment ■ Manage the development of the NICD Division of Biosafety and Biosecurity to be a recognised resource for professional expertise in biosafety and biosecurity to ensure that the facilities provide locally sustainable engineering solutions to meet biosafety and biosecurity requirements ■ Formulate and manage Capital Expenditure budgets for infrastructural and biocontainment system upgrade projects for high and maximum containment facilities, including mobile laboratory infrastructure for outbreak response ■ Manage the department's operational budget to ensure effective functioning, maintenance, certification and development of high and maximum containment facilities ■ Participate in biosafety committees and meetings, assisting in the development and updating of institutional biosafety manuals, training programmes and emergency response plans, including procedures for shipping and receipt of biological and hazardous materials ■ Conduct periodic reviews of facility design, modifications and work practices to improve biosafety in line with evolving national and international biosafety and biosecurity requirements ■ Manage the developing and implementation of commissioning plans, daily check lists, inspection and maintenance programmes, and annual shutdown and certification procedures for biocontainment facilities ■ Act as a competent independent advisor to senior management designated to provide advice and guidance on BioRisk Management matters and shall possess the delegated authority to stop work in the event that it is considered necessary to do so ■ Champion the implementation of the NICD Engineering Maintenance Policy for the management and provision of engineering and building maintenance and lead the development of the implementation strategy for the Policy through the required deliverables ■ participate in NICD / NHLS training initiatives as a trainer in the field of biosafety and biosecurity ■ Manage the provision of engineering support for field deployment of mobile biocontainment laboratory infrastructure in support of NICD / NHLS institutional commitments (e.g. during disease outbreaks) locally, regionally and globally by participating in the development of improved biosafety and biosecurity practices and procedures in field/disease outbreak settings ■ Keep up to date with relevant, current and emerging methods and technologies to ensure personal growth and development.

Minimum Requirements and Key Competencies

■ Bachelor's Degree in Mechanical or Industrial Engineering (NQF Level 7)) ■ Holder of locally and internationally recognised training and certification in biosafety and biosecurity and related fields ■ Seven (7) years post qualification experience of biosafety technical and managerial requirements for high biocontainment microbiological and biomedical laboratories, five (5) years' experience should be in supervising/ managing the technical operation of high biocontainment facilities ■ Experience in managing high and maximum biocontainment facility operations including the following:

Planning and active participation in the BSL3 and BSL4 facility commissioning and and/or (re)certification activities; Ensuring operational safety and repair of facilities, plant and equipment; Managing certification/ and validation of the BSL3 and BSL4 facility's systems; Management of maintenance activities (preventative & corrective schedules); Managing contractor's on site, and ensuring service quality is in accordance with international biosafety guidelines; Maintaining and updating of the facility-specific Operations and Maintenance manuals; Maintenance and updating of existing asset register(s); Regular reports to Senior Management on status of facilities; Managing facility biosafety and biosecurity systems; Preparing a maintenance budget for the facility's and planning for acquisition of new equipment; Development and maintaining of daily inspection systems of all containment parameters of the facilities to ensure safe working conditions; ■ OSHA ■ International biosafety and security guidelines and regulations (desirable) ■ Effluent and solid waste disinfection and sterilization systems ■ HVAC control ■ Financial planning and budgeting ■ Strategic planning ■ Management Skills ■ Strong communication skills ■ Writing and reporting ■ Computer literate in Computer-Aided Maintenance Management (CMMS) software (e.g. Maintenance Pro 4.0); drawing software (e.g. TurboCAD, AutoCAD); Building Management Systems (e.g. Andover Continuum), Microsoft Office suite ■ Persuading and influencing Planning and Organising ■ Analytical skills ■ Ability to adapt to different working environments ■ Meeting deadlines / Working in a high-pressurised environment ■ Interpersonal skills ■ Creativity ■ Supervision of staff ■ Deciding and initiating action Willing and able to travel nationally and internationally. Attend and participate in national, regional and international courses and workshops in order to remain up to date with biosafety and biosecurity practices.

Enquiries may be directed to Mammei Hlehli - Galo @ 011 555 0581, email application to Recruiter4@nicd.ac.za

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR EMERGING ZOO NOTIC AND PARASITIC DISEASES
LOCATION: SANDRINGHAM
POSITION: MEDICAL SCIENTIST (RE-ADVERTISEMENT) – WITHDRAWN
PAY GRADE: MSP
REFERENCE NUMBER: NICD1124/001-05

To contribute to the management of the diagnostic service, conducting and communicating research and developing and providing training for viral haemorrhagic fevers, arboviral disease and rabies.

Key Job Responsibilities

■ Contribute to the management of diagnostic services for viral haemorrhagic fevers, arboviral disease and human rabies by overseeing daily operations of the laboratory/ies; recommending specialized test/ procedure to be used, interpretation, authorization and communication of the results. ■ Uses expertise and specialized knowledge to advise medical professionals on appropriate testing and interpretation of results. ■ Apply expertise in variety of laboratory tests including molecular detection techniques and sequencing, different serological platforms and virological testing including culturing of viruses in different systems. ■ Contribute to the management of the quality system including the implementation of appropriate quality assurance procedures, audit the quality control (QC) results, preventative and corrective actions ■ Contribute to management of SANAS accreditation requirements and support maintenance and expansion of accreditation schedule. ■ Contribute to the management of high and maximum containment laboratory facilities ■ Perform independent and collaborative research producing complex and scientific reports and responsible for overall management of multiple research projects, interpretation, techniques, and procedures. ■ Develop and implement proposals/ protocols/ new technologies/ new approaches ■ Publish peer-reviewed articles and participate in scientific forums such as conferences ■ Involved in development of research grant funding applications and the management of such grants ■ Training and formal supervision of staff and students at all levels.

Minimum requirements and key competencies

■ MSc or equivalent in Medical Science or relevant field/ PhD preferred ■ Registration with HPCSA (virology) required ■ ≥ 5 years' experience as scientist; at least 1 year laboratory management experience ■ Experience in working in high and/or maximum containment laboratories required ■ Knowledge of viral haemorrhagic fevers, arboviral disease and rabies required ■ Experience with implementation of ISO15189 required ■ Demonstrate track record of scientific writing and scientific communication at conferences (≥10 and at least 2 first or last author research focused ≥20 and at least 8 first or last author, ■ ≥10 conferences proceeding (at least ≥2 international) ■ Successfully supervise /co-supervise BSc Hons, MSc MMED PhD (successful graduation of at least 3 postgraduates and at least 2 currently under supervision/co supervision ■ Excellent communication skills (verbal and written) recommended ■ Good interpersonal skills recommended ■ Analytical thinking with attention to detail is recommended ■ Ability to work within a multidisciplinary team and independently recommended ■ Problem solving skills recommended ■ Ability to work under pressure and dealing with high work volumes while keeping abreast with academic literature recommended

Enquiries may be directed to Mammei Hlehlisi - Galo @ 011 555 0581, email application to Recruiter4@nicd.ac.za

GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT:	NICD
DISCIPLINE:	DIVISION OF PUBLIC HEALTH, SURVEILLANCE AND RESPONSE
LOCATION:	SANDRINGHAM
POSITION	MEDICAL OFFICER (FIXED TERM CONTRACT UNTIL 30 SEPTEMBER 2025) - AMENDMENT
PAY GRADE:	D1
REFERENCE NUMBER:	NICDCDC0325/001-01

To contribute towards diagnostic service output in accordance with departmental policies, procedures and quality standards as prescribed, with a focus on mpox

Key Job Responsibilities

■ Conducts supervised research, clinical trials and/or diagnostic testing and surveillance ■ Presents at national or international conferences or academic research days/forums ■ Develop and prepare training material for training programmes for Surveillance Officers, peers and immediate teams ■ Publish international review articles in the respective field ■ Prepare and submit Grant applications for Research ■ Develop and implement proposals/protocols/publications/new technologies or new approaches ■ Contribute significantly to operational management - staff, budgets and projects ■ To compile reports and perform administrative tasks in order to ensure accurate record management as prescribed in policies and procedures ■ To do quality assurance to ensure that the required standards are met in order to protect the patient ■ To troubleshoot when required to determine and remedy the cause of machine malfunction or problems ■ contribute to medical technologist / technician, undergraduate teaching and the departmental CPD program to ensure that the departmental objectives and obligations in this regard are met ■ assist with the training of registrars / experiential and intern students on annual learnership in order to transfer skills as well as to ensure that patient care is not compromised ■ train and develop health care professionals to ensure they have the skills required by the organisation and are able to achieve their performance objectives.

Minimum Requirements and Key Competencies

■ Medical Doctor (MBBCh/MBChB) ■ Diploma in Tropical Medicine and Hygiene (desirable) ■ Registration with HPCSA as a Medical Officer /Medical Practitioner ■ 0-3 years related experience as Medical Officer after community service ■ Community service to have been completed at the NHLS/NICD (desirable) ■ Conducting Research or Surveillance in collaboration ■ Initiate and/or conduct research/surveillance (PI) and/or supervise post qualification research ■ Project Management Skills ■ skills to conduct routine diagnostic services or analysis ■ Leadership and policy development skills ■ Leading a team ■ Strategic management ■ Troubleshooting Skills, Analytical Skills, Attention to Detail ■ Innovation Skills ■ Budgeting ■ Working with high-level stakeholders ■ Ability to multi-task ■ Mentoring and Coaching ■ Experience with managing a clinical hotline ■ Experience with clinical management of mpox and possible differential diagnoses, and guidance for testing

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

BUSINESS UNIT: NICD
DISCIPLINE: DIVISION OF PUBLIC HEALTH, SURVEILLANCE AND RESPONSE
LOCATION: SANDRINGHAM
POSITION: EPIDEMIOLOGIST * 2 (FIXED TERM CONTRACT UNTIL 30 SEPTEMBER 2025)
PAY GRADE: D1
REFERENCE NUMBER: NICDCDC0325/001-02

To provide epidemiological support required for optimal and efficient functionality and utility of the Notifiable Medical Conditions (NMC) national surveillance system by the NICD for the National Department of Health. This post will also provide epidemiology support at provincial and district level during outbreaks of public health significance.

Key Job Responsibilities

■ Conduct day to day data management and cleaning in line with NMC Information management guidelines and SOPs ■ Develop standard operating procedures (SOPs) and guidelines for data management and analyses including quality assurance measures ■ Ensure optimum data quality and timely analyses of surveillance data for early warning signs to detect outbreaks ■ Liaise with NMC information management team and NICD NMC surveillance nurses to ensure data queries are timeously resolved ■ Support surveillance data analyses to provide timely and relevant epidemiological data on notifiable medical conditions for public health action ■ Support the implementation of the NMC national surveillance system and provide training on epidemiology concepts to all NMC users ■ Facilitate training of DoH staff in the surveillance of NMC and on the tools and systems thereof ■ Provide field supervision and training on communicable diseases surveillance and outbreak investigation and contribute the teaching within the SAFELTP long and short courses ■ Establish and foster good working relationship with all NICD Centres ■ Troubleshoot and provide guidance on how to improve NMC data quality ■ Develop and maintain routine reports budgeted at different audiences utilizing the surveillance system at various levels within the public and private health sector (i.e users, implementers, decision makers) ■ Be actively involved in the writing and dissemination of NMC surveillance specific epidemiology reports ■ Assist in supervision of NICD NMC surveillance provincial teams ■ Benchmark the NMC surveillance data analysis and reporting against international best practice to ensure alignment with national and international standard with regulations ■ Comply with any reasonable and lawful instruction issued by the manager ■ This post falls within the Division of Public Health Surveillance and Response and as such the Epidemiologist may be required to provide additional support for other activities of the Division as a whole and to other NICD units.

Minimum Requirements and Key Competencies

■ Master of Public Health/Master of Epidemiology and Biostatistics ■ 3 years post qualification experience ■ Strong understanding of the NMC surveillance system in South Africa ■ Experience in surveillance management and evaluation ■ Experience working with large databases ■ Field experience in infectious diseases epidemiology, surveillance, outbreak, investigation and response and or research experience ■ Experience with data analysis and scientific report writing ■ Exposure to and understanding of the Public Health Sector ■ Knowledge of and insight into the NHLS AND NICD laboratory and surveillance expertise and activities ■ Troubleshooting Skills, Analytical Skills, Attention to Detail ■ Innovation Skills ■ Budgeting ■ Working with high-level stakeholders ■ Ability to multi-task ■ Mentoring and Coaching.

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

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR VACCINES AND IMMUNOLOGY
LOCATION: SANDRINGHAM
POSITION: MEDICAL SCIENTIST **FIXED TERM CONTRACT – UNTIL 30 SEPTEMBER 2025)**
PAY GRADE: MSE
REFERENCE NUMBER: NICDCDC0325/001-03

To conduct research and surveillance activities relevant to the Centre, as well as to assist in quality assurance and troubleshooting related to serological and molecular testing.

Key Job Responsibilities

■ Conduct serological and molecular testing independently ■ Active participation in research and surveillance projects ■ Contribute to laboratory administration (e.g. records, procurement, stock, control, equipment maintenance) ■ Record administration in accordance with current policies / procedures and SOP ■ Ensure that maintenance logs are accurate, up to date and accessible for retrieval ■ Ensure that error logs/ corrective action reports are completed according to set requirements ■ Perform equipment maintenance ■ Participate in quality management ■ On bench training for the Intern Scientist, Technologist and Technicians

Minimum requirements & key competencies

■ BSc Honors/MSc in Medical Science or relevant field ■ HPCSA registration as a Medical Scientist desirable (Virology or Molecular biology) ■ Involvement in the development and validation of either one new diagnostic methodology or significant modification to existing applications or procedures ■ Knowledge of laboratory instruments ■ Knowledge of research ethics ■ Knowledge of writing grant proposals ■ At least 1 scientific abstract accepted and/or 1 publication in a peer-reviewed journal ■ Quality control in the laboratory ■ Knowledge of good laboratory practices ■ Knowledge of method validation and research methodologies ■ Active participation in maintaining SANAS accreditation ■ Presentation at local conferences/ research forum ■ Communication skills (verbal and written) ■ Scientific writing skills ■ Interpersonal skills ■ Specific laboratory techniques ■ Troubleshooting skills ■ Attention to detail ■ Data Analysis and interpretation skills ■ Computer literacy skills

Enquiries may be directed to Lethabo Matlala @ 011 386 6090, email application to Recruiter6@nicd.ac.za

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR EMERGING ZOO NOTIC & PARASITIC DISEASES
LOCATION: SANDRINGHAM
POSITION: MEDICAL SCIENTIST **FIXED TERM CONTRACT – UNTIL 30 SEPTEMBER 2025)**
PAYGRADE: MSI
REFERENCE NUMBER: NICDCDC0325/001-04

This position will contribute to laboratory investigation and research of emerging zoonotic viral pathogens in South Africa, but with a focus on mpox.

Key Job Responsibilities

■ Contribute to routine diagnostic testing (including interpretation of results and reporting) for viral haemorrhagic fevers, human rabies, mpox and other emerging zoonotic viral diseases including PCR and serological testing under supervision ■ Contribute to research projects and peer-review papers under direction ■ Contribute to training and co-supervision of staff, intern scientists, technologists and students including involvement in the development and delivery of training programs and /or other tools as required ■ Provide input into changes, enhancements to SOPs, contribute to record keeping associated with quality management including maintenance and administration carried out according to internal and external requirements ■ Participation in development and validation/verification of new tests ■ Producing standard and complex reports ■ Presents at meetings, national and/or international conferences/research days/forums, as required

Minimum Requirements and Key Competency

■ MSc or equivalent in Medical Science or relevant field/PhD ■ Three (3) experience as a scientist ■ Registration with HPCSA in field of virology or molecular biology recommended but not required ■ Project leader on at least 1 project protocol with evidence of co-managing project finances ■ At least 1 peer reviewed journal manuscript/s or book chapters as first author or at least 2 co-authored publications ■ Present at national (2 presentations) and international (1 presentation) presentations ■ Experience with viral culture and cell culture required ■ Experience with recombinant DNA technology including molecular cloning and sequencing methods ■ Experience with recombinant antigen expression in at least one expression system ■ Knowledge of different protein expression systems recommended ■ Analytical skills communication skills ■ Good problem solving skills ■ Attention to detail ■ Ability to work under pressure ■ Willingness to work in high and maximum containment laboratories ■ Willingness to be trained to work in biocontainment laboratories (i.e. biosafety level 3)

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

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR RESPIRATORY DISEASES AND MENINGITIS
LOCATION: MPUMALANGA (1 AGINCOURT CHC)
POSITION: SURVEILLANCE OFFICER (FIXED TERM CONTRACT – UNTIL 30
SEPTEMBER 2025) - READVERTISEMENT
PAY GRADE: C2
REFERENCE NUMBER: NICD1124/001-12

GERMS-SA is a national surveillance programme for diseases of public health importance: pneumonia, HIV and AIDS-related opportunistic infections, epidemic-prone diseases, vaccine-preventable and childhood diseases. GERMS-SA covers laboratory-based for specific pathogens and syndromic surveillance for pneumonia and diarrhoea.

We are looking for a dynamic professional nurse with an understanding of epidemiology and strong management skills/experience who will work with a team of medical officers and nurses involved in coordinating the GERMS-SA programme and other projects within the platform. If you are self-motivated, have good attention to detail, have strong management skills, are ready to be part of the GERMS-SA management team, are passionate about public health and epidemiology, enjoy travelling and want to contribute to public health in South Africa, you should apply.

Key Job Responsibilities

- Communicate effectively with national and international partners
- Understand and coordinate all NICD surveillance projects on the GERMS platform (including laboratory-based surveillance, pneumonia surveillance, influenza-like illness (ILI) and diarrhoea surveillance as core projects)
- Manage multiple surveillance sites in multiple provinces and numerous surveillance staff to ensure they are performing their delegated duties and to provide feedback to field surveillance team and management team
- Oversee that sufficient staffing levels are maintained for the project's smooth functioning
- Ensure Performance Management is done and HR issues dealt with through HR policies and processes timeously
- Manage and train a team of surveillance officers and research assistants on projects
- Compile own teaching materials and mark teachings for surveillance staff as part of GERMS-SA teaching when required
- Advise surveillance officers with surveillance related clinical and data queries
- Provide mentoring and skills development for surveillance staff at all levels
- Regular supervision of screening, enrolment and follow up of patients and assist if necessary
- Liaise with site laboratory staff and NICD centre staff regarding results, laboratory testing, stock etc.

■Review clinical case report forms for consistency and accuracy and ensure surveillance staff resolve queries timeously ■Follow up surveillance cases telephonically for certain organisms ■Be available for relevant and regular meetings locally and at NICD or other sites as well as arrange and hold/ chair weekly teleconferences with subordinates and management teams and take minutes ■Assist with site visits at enhanced and non-enhanced sites and do surveillance officer audits ■Update case report forms and instruction sheets ■Assist with organising and running surveillance officer meetings and assist with Surveillance Reviews ■Compile surveillance reports ■Assist with obtaining ethics approval and permissions for surveillance and research projects ■Update and write SOPs as well as supervise surveillance staff to accurately follow SOPs and study objectives pertaining to the different studies ■Present surveillance findings at national and international conferences and meetings, participate or lead in manuscript writing ■Understand and interpret epidemiological surveillance data for action as required.

Minimum requirements & key competencies

■Four-year Nursing degree/diploma (including midwifery)/ B Tech nursing ■Registration with SANC as a PROFESSIONAL/REGISTERED nurse ■Five years post-qualification clinical experience ■At least two years' clinical research/surveillance and knowledge of study protocols ■At least three years' experience in management/ leadership roles ■Self-motivated and able to work independently ■Strong management skills with experience in managing conflict ■GCP compliant ■Project management skills ■Communication skills: excellent English language proficiency (verbal and written; good telephone manner) ■Independently able to set and mark training/ teaching materials ■Identify gaps in knowledge and train surveillance staff ■Able to trouble shoot independently ■Experience in submitting and following up ethics protocols, updating SOPs ■Driver's license and own vehicle essential ■Attention to detail is essential ■Computer literacy ■Experience in presenting surveillance information to high level stakeholders ■Advantageous: Experience in public health, applied epidemiology and communicable diseases or working towards a Master's in Public Health/ Epidemiology.

Enquiries may be directed to Keitumetse Tsoeu @ 011 885 5404, email application to Recruiter1@nicd.ac.za

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR RESPIRATORY DISEASES AND MENINGITIS
LOCATION: SANDRINGHAM
POSITION: BIOINFORMATICS SCIENTIST (FIXED TERM CONTRACT 12 MONTHS)
(READVERTISEMENT)
PAY GRADE: D1
REFERENCE NUMBER: NICDCDC0225-01-03

To apply specialised knowledge to lead, develop and conduct bioinformatics analysis for pathogens of interest in the centre, in both surveillance and research activities in line with the strategic objectives of the centre, in order to improve knowledge and provide conceptual thinking and understanding of health-related issues. To promote, build expertise and provide high-level bioinformatics solutions within the centre.

Key Job Responsibilities

Perform and lead bioinformatics analysis and interpretation on data produced from next generation sequencing systems ■ Develop, improve, modify, and operate data analysis pipelines ■ Lead, conduct and publish relevant NGS research for respiratory and meningitis pathogens of public health importance ■ Initiate funding applications in the area of NGS and data analysis ■ Develop and generate data analysis reports and perform custom analysis ■ Manage and maintain high quality sequence data and metadata, as well as software infrastructure ■ Co-ordinate and participate in training activities to build bioinformatics capacity in-country and in Africa ■ Establish relationships and liaise with partners (e.g. WHO AFRO, CDC, ASLM) who provide training support (surveillance, testing, sequencing etc.) for respiratory pathogens surveillance in the region ■ Manage bioinformatics projects to ensure objectives of ongoing studies are achieved ■ Be responsible for total quality management of genome data and data systems to ensure accurate and reliable results ■ To establish strong collaborative links with experts in the area of bioinformatics.

Minimum requirements & key competencies

■ PhD in Bioinformatics or related relevant scientific field ■ Minimum of three years of experience in a research/surveillance/public health laboratory working with large volume next-generation sequencing data analysis ■ Strong bioinformatics analysis and scripting experience including proficiency with a scripting language (e.g. Python, Java, Perl) ■ Experience with relevant sequence analysis tools/best practices ■ Experience with working in a Linux/UNIX environment ■ Experience in molecular biology or microbiology ■ Ability to work with partners including international collaborators ■ Experience in training and capacity building ■ Method/pipeline/workflow development and validation ■ Research methodology ■ Scientific writing skills ■ Communication skills (verbal and written) ■ Innovation and problem solving skills ■ Good interpersonal skills and able to work within a multidisciplinary team ■ Data management, analysis and interpretation skills ■ Pays attention to detail ■ Able to work flexible hours (including public holidays and weekends) as needed e.g. in the event of an outbreak.

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

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR HIV AND STI
LOCATION: SANDRINGHAM
POSITION: INFORMATION MANAGER - **WITHDRAWN**
(FIXED TERM CONTRACT UNTIL 30 SEPTEMBER 2025)
PAY GRADE: D1
REFERENCE NUMBER: NICDCDC0225-01-05

To manage the extraction, analysis, linkages and reporting of HIV data. To initiate projects to meet the strategic reporting requirements of the NICD Centre for HIV and STI.

Key Job Responsibilities

■Manage extraction, storage, collection, analysis, probabilistic linkages and reporting of data for the NICD CHIVSTI ■Source and collect various spatial data sets and coordination of data quality and flow ■Design and develop new applications and provide support and maintenance of existing applications ■Oversee the development and achievement of the business objectives and project plans of for the NICD CHIVSTI ■Analyze the data needs of all sections of the CHIVSTI and provide the required data extraction and analysis tools ■Ensure that HIV case surveillance data can be readily accessed and easily retrieved ■Establish and maintain links with relevant internal and external stakeholders ■Develop and continuously update systems for long-term archiving of data, protecting the integrity of data for future applications and audits ■Develop and maintain HIV case surveillance systems ■Maintain quality and strict confidentiality of information collected.

Minimum requirements & key competencies

■Relevant 4 year Masters or Honours degree in computer science or statistics or information systems or other relevant field ■Experience with data management software, particularly database development and automated report generation, and SQL ■5 Years Data management and/or research experience ■2 years experience extracting and analyzing data from databases relevant to communicable diseases and/or public health ■2 years experience with data management software particularly database development, probabilistic linkages and automated report generation ■Relevant IT / data management experience or qualification ■Project management advantage ■Understanding of Geographic Information Systems ■Knowledge of R, STATA or Python.

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

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR HIV AND STI
LOCATION: SANDRINGHAM
POSITION: PROJECT MANAGER - **WITHDRAWN**
(FIXED TERM CONTRACT UNTIL 30 SEPTEMBER 2025)
PAY GRADE: D1
REFERENCE NUMBER: NICDCDC0225-01-06

Manage, report and monitor progress of HIV-related surveillance programme(s) and supervise NICD and field-based staff. Oversee, coordinate, and implement healthcare-related projects for operational efficiency, and compliance with regulatory standards. Work closely with cross-functional teams to ensure that projects are delivered on time, within scope, and on budget.

Key Job Responsibilities

■Administer coordination of the HIV-related surveillance programme(s)■Supervise project sites and implement programme monitoring and evaluation and assist with trouble-shooting ■Expand quality assurance activities for surveillance ■Liaise with the principal investigator, clients and site personnel and feedback to all stakeholders ■Employ, supervise, mentor, monitor and report on project field staff and coordinators ■Assist in protocol development and updates including ethics committee applications and hospital / clinics permissions ■Accurate and timely input of project information in computerized systems and issuing of status reports for monitoring and evaluation purposes ■Acquisition of all expandable and non-expandable property, ensuring that procurement is made according to NHLS procedures and regulations ■Manage the project and research targets to ensure that the general and overall tasks are effectively, efficiently and cost-effectively adhered to ■Define and manage projects scope, goals and deliverables ■Contribute to the development of an annual operational budget, and monitors and controls expenses against budget to support project delivery ■Attend technical meetings, prepare notes and undertake follow-up actions related to project implementation ■Select and compile training and orientation materials for project implementation and conduct training ■Report the outcome of financial and / or project reviews to the principal investigator ■Conduct post-project evaluations to identify areas for improvement. Compile project close-out report ■Be actively involved in the writing and submission of conference abstracts and scientific papers ■Participate in relevant internal, provincial, national and international meetings to facilitate the objectives of the screening programme.

Minimum requirements & key competencies

■Bachelor Degree or Post Grad Diploma in Project Management with 2 years of experience in Healthcare project management■ Research ethics certification (Good Clinical Practice or Introduction to research Ethics) ■Master Degree in a Healthcare related field ■Driver's License ■2 years' experience in Project Management ■At least 3 years healthcare research/surveillance■Knowledge of infectious diseases under surveillance ■Knowledge of HIV/AIDS particularly treatment, monitoring and management ■Strong management skills with experience in managing conflict■Attention to detail ■Ability to work under pressure ■Self-motivated and be able to work independently■Good communication skills■Project Management skills ■Able to troubleshoot independently ■Independently able to set and mark training/teaching materials■GCP Compliant■Analytical and problem-solving capabilities ■Computer literacy – MS Office Package ■Budgeting

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

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR HIV AND STI
LOCATION: SANDRINGHAM
POSITION: CLERK – DATA - **(WITHDRAWN) (FIXED TERM CONTRACT – ENDING 30 SEPTEMBER 2025)**
PAY GRADE: B2
REFERENCE NUMBER: NICDCDC0525/001-13

Responsible for the receiving, capturing and distribution of all specimens and data to ensure correct information is obtained and recorded and to facilitate the speedy processing of specimens and data in terms of service objectives.

Key Job Responsibilities

■ Verifies the suitability of specimens and data for processing ■ Receives, labels and sorts data and specimens for processing according to the SOP's ■ Captures patient's information into the system ■ Creates shipping list of samples for distributions to laboratories ■ Administers the distribution of samples to ensure smooth channeling of specimens to various disciplines ■ Daily data checks on the relevant system to ensure data accuracy and consistency ■ Keeps all data forms and log books for audit purposes

Minimum Requirements and Key Competencies

■ Grade 12/NQF level 4 ■ Secretarial Certificate (desirable) ■ 1-year experience in data capturing ■ 1-year laboratory experience ■ Knowledge of Laboratory Information System ■ General administration knowledge ■ Computer Skills (Excel essential) ■ Communication skills (Verbal, written, presentation) ■ Ability to work independently and collaboratively ■ Attention to detail

Enquiries may be directed to Keitumetse Tsoeu @ 011 885 5404, email application to Recruiter1@nicd.ac.za

BUSINESS UNIT: NICD
DISCIPLINE: CENTRE FOR HIV AND STI
LOCATION: SANDRINGHAM
POSITION: MEDICAL SCIENTIST - **WITHDRAWN**
(FIXED TERM CONTRACT – UNTIL 30 SEPTEMBER 2025)
PAY GRADE: MSE
REFERENCE NUMBER: NICDCDC0225-01-08

To conduct research relevant to the pathology discipline, and to assist in troubleshooting related to diagnostic testing.

Key Job Responsibilities

■ Conduct research under supervision of a Medical Scientist ■ Conduct tests and procedures independently in molecular and serology ■ Contribute to laboratory administration (e.g. records, procurement, stock, control, equipment maintenance) ■ Record Administration in accordance with current policies / procedures and SOP ■ Ensure that maintenance logs are accurate, up to date and accessible for retrieval ■ Ensure that error logs/ corrective action reports are completed according to set requirements ■ Perform equipment maintenance ■ Participate in quality management.

Minimum requirements & key competencies

■ BSc Hons in Medical Scientist or relevant field (post internship) ■ Registered with the HPCSA as a Medical Scientist
■ At least 1 year of laboratory experience in a molecular virology field, preferably HIV ■ Knowledge of laboratory instruments ■ Quality control in the laboratory ■ Knowledge of good laboratory practices ■ Knowledge of method validation and research methodologies ■ Active participation in maintaining SANAS accreditation ■ Communication skills (verbal and written) ■ Scientific writing skills ■ Interpersonal skills ■ Specific laboratory techniques ■ Troubleshooting skills ■ Attention to detail ■ Data Analysis and interpretation skills ■ Computer literacy skills.

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