

SEP 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: 27 SEPTEMBER 2022**

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**BUSINESS UNIT:** NICD  
**DISCIPLINE:** CENTRE FOR HEALTHCARE-ASSOCIATED INFECTIONS,  
ANTIMICROBIAL RESISTANCE AND MYCOSES  
**LOCATION:** SANDRINGHAM  
**POSITION:** PATHOLOGIST (RE-ADVERTISEMENT)  
**PAY GRADE:** PHI  
**REFERENCE NUMBER:** NICD1021/001-06

**To contribute to the management of Centre reference laboratories 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 centre reference laboratories and supervision of laboratory staff in collaboration with the laboratory managers
- 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
- Support and/or coordinate national stock culture collections
- 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 responds 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 under graduate and post graduate 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) ■ Post-graduate qualification in epidemiology or infection control (desirable) ■ Registration with the HPCSA as a pathologist in microbiology or clinical pathology (Independent practice category) ■ Three (3) years' experience as pathologist consultant; at least one (1) year of laboratory management experience ■ Successfully supervised undergraduate and post graduate students (BSc-Hons, MSc, MMed, PhD) ■ Evidence of peer recognition such as invitations to national conferences/ working groups and to review manuscripts for journals. ■ An active NRF rating 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 over last 3 years (average 1-2 per year) ■ Practical laboratory techniques where relevant ■ Computer literacy ■ Communication skills ■ Presentation skills ■ Analytical and diagnosing ■ Problem solving.

Enquiries may be directed to Azia Nxumalo @ 011 555 0581, email application to [Recruiter4@nicd.ac.za](mailto:Recruiter4@nicd.ac.za)

BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR ENTERIC DISEASES  
LOCATION: SANDRINGHAM  
POSITION: PATHOLOGIST  
PAY GRADE: PHI  
REFERENCE NUMBER: NICD0922/002-01

**To direct the operations of the bacteriology laboratory of the Centre 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 optimisation of patient management and the public health objectives of the centre. To contribute to training and research outputs. To actively support outbreak investigation and response activities of the Centre. To contribute to advisory and guideline development, and to communication activities of the Centre including response to media queries.**

### Key Job Responsibilities

#### Service

- Responsible for management of the bacteriology 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 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 (including FETP residents)
- Work with the team to coordinate teaching modules
- Contribute to the departmental CPD-accredited programmes
- Be involved in undergraduate and postgraduate teaching
- Contribute towards regional/international teaching and training workshops as needed.

#### Research, surveillance, public health and outbreak-related activities

- 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
- Active involvement in outbreak investigation and response activities of the Centre in collaboration with centre epidemiologists, including interaction with stakeholders, guiding and facilitating appropriate diagnostic/reference laboratory testing, advising and facilitating public health interventions
- 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
- Contribute to advisory and guideline development, and to communication activities of the Centre including response to media queries.

### 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)
- Three (3) years' experience as pathologist consultant; at least 1 year of laboratory management experience
- Knowledge or experience in field epidemiology desirable
- 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 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: CENTRE FOR HIV AND STI  
LOCATION: SANDRINGHAM  
POSITION: EPIDEMIOLOGIST  
PAY GRADE: D2  
REFERENCE NUMBER: NICD0922/002-02

**To provide epidemiological expertise for HIV surveillance and research activities undertaken by the Centre for HIV and STIs. To play a key role in linking pathology data to ensure that available data can be utilized effectively for epidemiological applications with specific reference to HIV case surveillance, HIV drug resistance and research.**

#### Key Job Responsibilities

- Design and/or implement surveillance and research activities of the Centre for HIV and STI with specific reference to case surveillance for HIV prevention, care and treatment and HIV drug resistance, in collaboration with all role players, including the HIV surveillance laboratories, paediatric HIV surveillance unit, NICD data warehouse, other NICD centres, national and provincial departments of health.
- Strengthen electronic systems for accessing NICD and other data for epidemiological applications with specific reference to HIV surveillance and research
- Train the appropriate audiences on HIV surveillance in order to enhance the general awareness of HIV surveillance and transfer skills
- Provide formal supervision and training of students (undergraduate and post-graduate) for HIV surveillance and epidemiology, and contribute to teaching activities within the Centre for HIV and STI
- Generate reports, interpret data and provide analyses to ensure that accurate data is available for analysis and management decisions
- Keep up to date with relevant, current and emerging research, methods and technologies to ensure personal growth and development
- Participate in the writing and submission of scientific papers and presentations to relevant scientific meetings on the aforementioned projects
- Write grant proposals and secure funding for public health surveillance and research projects relating to HIV
- Represent the CHIVSTI at appropriate fora
- Comply with any reasonable and lawful instruction issued by the manager.

#### Minimum Requirements and Key Competencies

- MSc/PhD in Public Health/Epidemiology / MPH Field Epidemiology/ MMed (Public Health)
- PhD in Public Health will be an added advantage
- Valid driver's license [Code E / EB]
- Five (5) years' experience in applied infectious disease epidemiology, surveillance
- Leadership and Management skills
- Proven track record in public health research as indicated by record publications and or presentations at scientific meetings essential
- Understanding of the HIV and STI epidemic in South Africa
- Knowledge of and insight into data analysis
- Knowledge of and insight into the South African public sector referral system
- Computer literacy
- Communication skills (verbal & written)
- Ability to work under pressure
- Interpersonal skills
- Time management
- Attention to detail
- Research skills
- Leadership skills
- General management and administrative skills
- Planning and organizing skills
- Thinking on one's feet
- Assertiveness
- Flexibility / Adaptability
- Ability to produce statistics
- Report writing skills
- Diplomatic skills
- Teaching / Training.

***NB: In line with our EE plan and targets, preference will be given to male candidates.***

Enquiries may be directed to Azia Nxumalo @ 011 555 0581, email application to [Recruiter4@nicd.ac.za](mailto:Recruiter4@nicd.ac.za)

## GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR HIV AND STIs  
LOCATION: SANDRINGHAM  
POSITION: MEDICAL TECHNOLOGIST (FIXED TERM CONTRACT: 12 MONTHS)  
(5/8<sup>th</sup>)  
PAY GRADE: MT2  
REFERENCE NUMBER: NICDCDC0922/002-001

**Perform all duties pertaining to HIV project-related surveillance testing in the Sero-Molecular section of 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 (Serological and Molecular testing that includes tests for recent HIV infection) 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 and molecular testing)
- Preparation of samples for examination
- Knowledge for the use of specialised instrumentation
- Experience in HIV and tests used for diagnosis of HIV infection
- 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](mailto:Recruiter2@nicd.ac.za)



BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR HIV AND STIs  
LOCATION: SANDRINGHAM  
POSITION: MEDICAL SCIENTIST (FIXED TERM CONTRACT 12 MONTHS)  
PAY GRADE: MSE  
REFERENCE NUMBER: NICDCDC0922/002-002

**To conduct research relevant to the pathology discipline (HIV Drug Resistance/Molecular testing), and to assist in troubleshooting related to diagnostic testing**

**Key Job Responsibilities**

■Conduct research under supervision of a Medical Scientist/Laboratory Manager ■Conduct tests and procedures independently ■Contribute to laboratory administration (e.g. records, procurement, stock, control, equipment maintenance) ■Record Administration in accordance with current policies / procedures and SOP ■Ensuring that maintenance logs are accurate, up to date and accessible for retrieval ■Participate in troubleshooting of tests in order to solve problems timeously and to avoid unnecessary delays in provision of test results or reporting. Ensure that error logs/ corrective action reports are completed according to set requirements ■Perform equipment maintenance ■Participate in quality management.

**Minimum requirements and key competencies**

■Bachelor of Science Honours degree ■Registered with the HPCSA as a Medical Scientist (Virology/ Microbiology) ■One (1) year of experience in a diagnostic or research laboratory working independently (preferably in a virology Laboratory) ■Involvement in the development and validation of either new diagnostic methodology or significant modifications to existing application/ procedures ■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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BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR HIV and STI  
LOCATION: SANDRINGHAM  
POSITION: BIOINFORMATICS SCIENTIST  
**(FIXED TERM CONTRACT: 12 MONTHS)**  
**(RE-ADVERTISEMENT)**  
PAY GRADE: D1  
REFERENCE NUMBER: NICDCDC0622/001-02

**To analyse NGS HIV drug resistance data and apply molecular epidemiology and bioinformatics techniques to describe and characterize HIV Drug Resistance in a study population.**

#### Key Job Responsibilities

■ Analyze and report data, in particular, related to bioinformatics analysis of HIV drug resistance and mutational analysis ■ Perform basic and advanced analysis and interpretation on data produced from Next-Generation Sequencing systems ■ QC (phylogenetic analysis) • Develop appropriate tools and pipelines and improve existing tools in order to optimize and enhance the provision of HIV drug resistance surveillance services ■ Work closely with researchers and collaborators to generate/provide data analysis reports, project reports and perform custom analysis as requested ■ Contribute to the formal teaching and assessment of post-graduates to ensure that their knowledge and understanding of bioinformatics is met ■ Responsible for overseeing and monitoring software tools and data resources ■ Establish strong collaborative links with experts in the area of bioinformatics.

#### Minimum requirements and Key Competencies

■ MSc in Bioinformatics or related relevant field ■ PhD desirable ■ One (1) year experience in HIV Bioinformatics or related relevant field ■ Two (2) years' experience with Next-generation sequencing data analysis ■ Strong bioinformatics analysis and scripting experience including proficiency with a scripting language (e.g., Python, Java, Perl) ■ Must have experience in using statistical programs such as STATA, R, relevant sequence analysis tools/best practices, and working in a Linux/UNIX environment ■ Knowledge of PCR and its related techniques ■ Strong demonstrated ability to deliver high quality work with attention to detail and the ability to meet strict deadlines ■ Project leadership ■ Peer-reviewed articles or conference outputs ■ Demonstrated previous research experience through at least one first-author publication in a reputable journal ■ Successful mentoring of trainees, 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 ■ Data management, analysis, and interpretation skills.

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BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR TUBERCULOSIS  
LOCATION: SANDRINGHAM  
POSITION: BIOINFORMATICS SCIENTIST  
**(FIXED TERM CONTRACT: 12 MONTHS  
(RE-ADVERTISEMENT))**  
PAY GRADE: D1  
REFERENCE NUMBER: NICDCDC1021/001-01

**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 NICD users and assist with next-generation sequencing (NGS) data analysis ■ Perform basic and advanced analysis and interpretation on data produced from next generation sequencing systems (e.g. Illumina, PacBio or Ion torrent platforms) 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, project reports and perform custom analysis as requested ■ Participate in training employees or staff with bioinformatics skills and build confidence amongst users to analyze and understand their own data resulting in improved and effective research outcomes ■ Perform a total Data Quality Management of the facility which involves the implementation and monitoring of systems to ensure accurate and reliable results ■ Monitor and manage bioinformatics requests or projects to ensure objectives are achieved in terms of turnaround times, cost control, quality and service ■ Responsible for overseeing and monitoring of software tools and data resources to ensure smooth operation of the sequencing facility ■ Develop and implement costing model for Bioinformatics solutions ■ Maintain hardware and software infrastructure ■ Establish strong collaborative links with experts in the area of bioinformatics.

#### Minimum requirements and Key Competencies

■ MSc in Bioinformatics or related relevant field/PhD desirable ■ Two years' experience with Next-generation sequencing data analysis ■ TB-related experience will be advantageous ■ 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) ■ TCP/IP knowledge will be an added advantage ■ Project Management knowledge ■ Have proven ability in formulating and/or implementing high-level bioinformatics solutions ■ Project management, financial management and costing skills ■ Innovation and problem-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.

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