



July 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, drivers 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 filing 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 external bulletin. Both internal and external applicants will be considered.**





NATIONAL HEALTH LABORATORY SERVICE

BUSINESS UNIT: NATIONAL INSTITUTE FOR OCCUPATIONAL HEALTH
DISCIPLINE: HIV TB
LOCATION: BRAAMFONTEIN
POSITION: EPIDEMIOLOGIST (RE ADVERTISEMENT)
PAY GRADE: D1
REFERENCE NUMBER: NIOH0525.001.02

Main Purpose of the Job

Lead and conduct research, teaching and training and advisory support on occupational health policy, systems, programmes and services in particular HIV and TB in the workplace.

Key job responsibilities

- Identify economic sectors with weak occupational health policy, system, programmes and services in particular HIV and TB in the workplace.
- Establish occupational health policy, system, programmes and services in particular HIV and TB in the workplace.
- Design and implement surveillance systems to monitor HIVTB disease trends, identify outbreaks, and evaluate the effectiveness of occupational health interventions.
- Assist to establish strategic goals for the HIV TB in the workplace section of the NIOH through a consultative process with creation/regular review of the section's annual and 5-year strategic plans.
- Interpret and communicate epidemiological findings to relevant stakeholders, including workers, employers, healthcare professionals and policymakers.
- Collaborate with multidisciplinary teams to develop and implement evidence-based strategies for occupational health policy, system, programmes and services in particular HIV and TB in the workplace.
- Contribute to the development of research proposals, grant applications, and scientific publications.
- Develop and implement systems for qualitative research in occupational health.
- Collaborate with local and international organisations and agencies to share knowledge, expertise, and best practices in occupational health policy, system, programmes and services in particular HIV and TB in the workplace.
- Initiate, develop and implement epidemiologic studies and surveillance programmes relevant to the HIV TB in the workplace section activities, including study design, data collection, data entry, data management, data cleaning, data analysis and report writing.
- Analyse datasets using statistical software to identify trends, patterns, and risk factors associated with diseases and health conditions.
- Assist with coordination of occupational health policy, system, programmes and services in particular HIV and TB in the workplace and provide additional logistical support government Departments as required.
- Create and produce reports and contribute significantly to existing NIOH publications such as Occuzone and bulletin as well as produce scientific papers on relevant subjects.
- Participate in relevant internal, Provincial, National and International meetings and conferences, to facilitate the objectives of the HIV TB in the workplace section.
- Strengthen systems for accessing occupational health policy, system, programmes and services in particular HIV and TB in the workplace.
- Ensure that coordinated quality assurance processes are in place throughout the section.
- Document and maintain records of HIV TB in the workplace section outputs through periodic section activity reports and contributions to the NIOH annual report.
- Partake in the training, development and management of junior staff to ensure they have the skills required by the organisation and are able to achieve their performance objectives.

Minimum requirements & key competencies

- MSc in Public Health and / or Epidemiology or relevant equivalent
- Min 5 years post qualification experience in infectious disease epidemiology surveillance within a public health setting.
- Min 1 year experience as a supervisor in a public / occupational health setting (desirable).
- At least 2 publications as first author.
- Valid driver's licence
- Expert knowledge of epidemiology and qualitative research methods
- Expert knowledge of and insight into health systems.
- Sound knowledge of statistical packages preferably, SAS or STRATA: Excel.
- Good scientific writing skills.
- Excellent analytical skills, with the ability to process scientific and medical data.
- Ability to work independently.
- Ability to identify data issues, present problems and implement solutions.
- Capability of communicating technical concepts clearly, concisely and understandably.
- Good leadership, organizational and time management skills with ability to multitask.
- Strong interpersonal skills and presentation skills.
- Ability to effectively collaborate across cross functional teams.

Interested candidates who meet the requirements are invited to send their applications to Recruiter1@nioh.ac.za
Enquiries may be directed to Ketsitseng Maseko @ (011) 712 6400 Closing date: 23 July 2025

