

JUNE 2023**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 JUNE 2023

BUSINESS UNIT : NATIONAL INSTITUTE FOR OCCUPATIONAL HEALTH
DISCIPLINE : OCCUPATIONAL HEALTH
LOCATION : NIOH / SANDRINGHAM
POSITION : OCCUPATIONAL HEALTH NURSE MANAGER - **READVERTISEMENT**
PAY GRADE : C5
REFERENCE NUMBER : NIOH0523/001-02

To manage and provide an Occupational Health Service to promote employee wellbeing, prevent occupational injury and disease and educate on preventative action in the course of their work.

Key Job Responsibility

■ Manage the regional Safety, Health and Environment team within the region/institutes in order to reach the relevant occupational health, safety and environment objectives ■ Coordinate and manage the occupational health risk assessment process within the region/institutes ■ Implement the medical surveillance program in the region/institutes in line with the NHLS occupational health and safety policies and standards under the supervision of the Occupational Medicine Practitioner ■ Advise and actively participate in occupational health training and promotion processes within the region/institutes ■ Provide input into the development of SHE policy and standard operation procedures with an emphasis on occupational health ■ Actively participate and manage the reporting of all work related health and safety incidents, injuries and diseases on the relevant health information system and tool ■ Oversee the Regional SHE information management.

Minimum requirements & key competency

■ 4-year degree/diploma in Nursing ■ Postgraduate degree in Occupational Health Nursing ■ Professional and valid registration with South African Nursing Council (SANC) ■ 8 years' experience in Occupational Health field ■ 3 year's management experience ■ Valid driver's license and own motor vehicle ■ The candidate will be required to travel for work.

Desirable: ■ Membership with South African Society of Occupational Health Nurses (SASOHN) ■ Management qualification. ■ Dispensing license.

Knowledge: ■ Occupational Health and Safety Legislation, Nursing Principles, Professional Ethics a must ■ Fundamentals of statistics and Computer literacy.

Competencies: ■ Communication skills (verbal and written) ■ Interpersonal Skills ■ Time Management ■ Attention to detail ■ Planning, Organizing and Project Management skills ■ Problem solving and conflict management ■ Leadership skills.

BUSINESS UNIT : NATIONAL INSTITUTE FOR OCCUPATIONAL HEALTH
DISCIPLINE : ANATOMICAL PATHOLOGY
LOCATION : NIOH BRAAMFONTEIN
POSITION : MEDICAL SCIENTIST – ENTRY (**READVERTISEMENT**)
PAY GRADE : MSE
REFERENCE NUMBER : NIOH0523/001-01

Conduct research relevant to the pathology discipline, to teach and train students, to do diagnostic test development and to assist in troubleshooting related to diagnostic testing.

Key Job Responsibility

■Conducts research under supervision of a Senior Medical Scientist or Pathologist. ■On the bench (training of intern scientist, technologist and technicians) ■Co-supervision of small research project. Conducts tests and procedures independently. ■Contributes to laboratory administration (e.g. records, procurement, stock, control, equipment maintenance) ■Records completed in accordance with current policies / procedures and relevant SOP ■Maintenance logs are accurate, up to date accessible and retrievable Error logs/corrective action reports completed according to requirements ■Perform equipment maintenance ■Participation in Quality Management.

Minimum requirements & key competency

■BSc (Hons) is essential / MSc an advantage in Medical Science or related field ■HPCSA registration as Medical Scientist in Anatomical Pathology ■Experience post internship in anatomical pathology laboratory advantageous ■Experience in a SANAS accredited lab, advantageous ■Involvement in development and validation of either one or more diagnostic methodology or significant modification to existing applications or procedures ■Scientific research abstract at least one ■Training of students or co-supervision of small research project ■Communication skills (verbal and written) ■Attention to detail ■Problem solving skills ■Accuracy skills ■Computer literacy ■Interpersonal skills.

Enquiries may be directed to Ketsitseng Maseko (011) 712 6400 or submit application to Recruiter4@nioh.ac.za