



December 2023

## 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.
2. Proof of registration with a Professional body (e.g. HPCSA, SANC etc.) and other supporting documents should accompany all applications. e.g qualifications, Identity document, driver's license etc.
3. Response Email addresses of the relevant HR representative and 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.
4. Candidates credentials will be subject to criminal record checks, citizen verification, financial record checks, qualification/Study verification, previous employment verification, 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 published scale associated with the post grade. 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 advert. External applicants are welcome to apply for this bulletin.**

**CLOSING DATE: 08 December 2023**

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## GRANTS VACANCIES

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**DISCIPLINE:** ACADEMIC AFFAIRS AND RESEARCH  
**LOCATION:** SANDRINGHAM  
**POSITION:** ANALYST DEVELOPER  
**(FIXED TERM CONTRACT ENDING 31 MARCH 2024)**  
**GRADE:** C5  
**REFERENCE NUMBER:** CORPAARQA1123/001/10

### Key Job Responsibility

■ Participate in projects to understand new target systems processes and provisioning needs and implement solutions ■ Communicates any and all progress, roadblocks, issues to the team and management in a timely manner ■ Facilitate Joint Analysis and Design (JAD) Sessions, conduct business interviews and other information gathering techniques in order to determine business requirements ■ Design complex technical solutions in line with the Business requirements to ensure clarity and completeness of the solution ■ Develop and debug complex system components in line with technical specifications for quality implementation purpose throughout the full systems development life cycle ■ Determine and evaluate performance measures of the system to ensure optimal utilization ■ Scrub, manipulate and load data from other sources into the systems to ensure accuracy and correctness of information ■ Provides code review, testing, debugging, technical documentation, general testing instructions and lead/assist in go-live planning, go-live moves, and post-live support ■ Test across multiple browsers, platforms, and devices including smartphones and tablets ■ Troubleshoot and support issues identified ■ Ensure all change management and compliance procedures are being followed ■ Identify best practices in development (Strict governance enforced). ■ Oversee resources associated with the design, development, testing and implementation phases of projects to ensure quality deliverables and assist in their growth including training and mentoring of Junior developers ■ Provide training and documentation to relevant stakeholders to ensure they understand and can achieve optimal system utilization ■ Perform other duties as required or assigned by emergency or other operational reasons for which the employee is qualified to perform.

### Minimum requirements & key competency:

■ National Diploma in Information Technology (NQF Level 6) ■ Postgraduate degree in Computer Science or Information Technology (Desirable) ■ 6 (six) years experience as a Software Developer ■ Knowledge of Microsoft Visual Studio, C# ■ Knowledge of JavaScript and JQuery, HTML5 and CCS3 ■ Knowledge of Microsoft.Net technologies including: WCF, WPF, WF, LINQ and EF ■ Knowledge of web development technologies including ASP.NET, MVC3, JavaScript, AJAX and CSS ■ Knowledge of database development including relational database design, SQL and ORM technologies ■ Knowledge of user interface design and prototyping ■ Knowledge of source control management systems and continuous integration/deployment environments ■ Knowledge of leading and managing the delivery of system/software development projects in a structured environment ■ Knowledge of in the usage of UML ■ Knowledge of configuring and developing customizations for Microsoft SharePoint ■ Knowledge of SDLC ■ Knowledge of Automated Testing ■ Software development approaches and methodologies including agile and waterfall ■ Multi-threading and concurrency ■ Debugging, performance profiling and optimization ■ Comprehensive understanding of object –oriented and service-oriented application development techniques and theories.

Enquiries may be directed to Ntsane Seleso @ (011) 386 6145, or e-mail application to [Corporate2@nhls.ac.za](mailto:Corporate2@nhls.ac.za)

BUSINESS UNIT: ACADEMIC AFFAIRS RESEARCH AND QUALITY ASSURANCE  
 DISCIPLINE: ACADEMIC AFFAIRS AND RESEARCH  
 LOCATION: SANDRINGHAM  
 REGION: CORPORATE  
 POSITION: FINANCIAL DATA ANALYST  
 (FIXED TERM CONTRACT ENDING 31 MARCH 2025)  
 GRADE: C3  
 REFERENCE NUMBER: CORPAARQA1123-001-06

### Key Job Responsibility

■ To extract and translate relevant statistical and financial data from the national database in order to provide meaningful reports to senior management to inform business management and planning ■ To monitor daily revenue generation of the NHLS from laboratories to the general ledger to ensure consistency of data flow and completeness of billing ■ To assist with the development of new financial information systems and their administration in order to re-engineer business processes that provide management with business tools that allow easy access to information ■ To validate accounts receivable sub-ledger accounts with general ledger accounts to ensure accuracy of information and resolve any discrepancies prior to month end ■ To analyse and report on monthly financial and non-financial accounts and publish it to business to assist them in their financial/budget control function ■ To assist with the implementation of the annual budget process, including processing of the corporate budget, to facilitate timeous capturing of the budget ■ To manage corporate capital expenditure [Capex] spend against the pre-determined budget to ensure accuracy of information and highlighting of over or underspend ■ To extract relevant statistical and financial data from the national databases and translate into meaningful daily, monthly and annual reports for senior management in order to facilitate ongoing business management and forward planning. ■ To generate monthly financial accounts for selected major public sector customers and provide electronic information in a customized format in order to facilitate interpretation and thereby prompt payment by the customer to the NHLS.

### Minimum requirements & key competency:

■ National Diploma in Financial/Management Accounting (NQF Level 6) ■ Three (3) years experience in analytical and financial accounting environment with exposure to top level reporting ■ Thorough knowledge of mathematical/statistical formulae (Excel) ■ Advanced computer literacy (MS office, especially Excel with emphasis spread sheets and databases) ■ Advanced system knowledge (ERP) ■ Analytical Skills ■ Innovative thinking ■ Communication Skills ■ Interpersonal Skills ■ Numerical Ability.

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