

## GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT:	NICD
DISCIPLINE:	DIVISION OF PUBLIC HEALTH SURVEILLANCE AND RESPONSE
LOCATION:	SANDRINGHAM
POSITION:	EPIDEMIOLOGIST X1 (FIXED TERM CONTRACT- 6 MONTHS)
PAY GRADE:	D1
REFERENCE NUMBER:	NICDCDC0920/001-01

### Key Job Responsibilities

■ Provide support for all activities of the outbreak unit with specific reference to epidemiological support including outbreak detection response in the field and close liaison with all role players including the NHLS, NICD, National Communicable Diseases Directorate, Communicable Diseases Units and outbreak response teams in all the provinces ■ Play a lead role in the development hospital surveillance for COVID-19 and analysis of communicable disease data ■ Train the appropriate audiences on outbreak responses in order to enhance the general awareness and transfer skills ■ Generate reports, interpret data and provide analyses to ensure that accurate data is available for trend analysis and management decisions ■ Keep up to date with relevant, current and emerging research, methods and technologies to ensure personal growth and development, perform appropriate research and publish in relevant scientific journals ■ Comply with any reasonable and lawful instruction issued by the manager.

### Minimum requirements & key competencies

■ MSc in Public Health and / or MPH Field Epidemiology or relevant equivalent ■ 3-5 years field experience in outbreaks ■ 3-5 years' experience with laboratory data analysis ■ Sensitivity and understanding in communication of unpleasant news ■ Management and administrative experience ■ Research experience ■ Skilled in field epidemiology and application of epidemiological skills to the public health laboratory ■ Knowledge of and insight into laboratory practice ■ General management and administration ■ Knowledge of and insight into NHLS and NICD laboratory practice ■ Attention to detail ■ Communication skills (verbal & written) ■ Self-motivated and ability to work under pressure ■ Thinking on one's feet ■ Advanced computer skills ■ Interpersonal skills ■ Flexibility / Adaptability ■ Diplomatic skills ■ Analytical Skills ■ Report writing skills ■ Teaching / Training ■ Ability to produce statistics ■ Time management ■ Research skills.

Enquiries may be directed to Kgaugelo Mkwazi @ 011 386 6090, email application to [Recruiter3@nicd.ac.za](mailto:Recruiter3@nicd.ac.za)