

MARCH 2021

## 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.

**CLOSING DATE: 08 MARCH 2021**

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DISCIPLINE: CENTRE FOR EMERGING ZOO NOTIC AND PARASITIC DISEASES  
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POSITION: MEDICAL SCIENTIST  
PAY GRADE: SENIOR (MSI) (RE-ADVERTISEMENT)  
REFERENCE NUMBER: NICD0121/001-03

**The successful candidate will be responsible for providing technical and scientific support to vector-based disease surveillance, diagnostics, research and teaching/training functions of the Arbovirus Reference Laboratory (ARL), Centre for Emerging Zoonotic and Parasitic Diseases (CEZPD). The candidate will lead existing and new research and surveillance programs for the vectors of arthropod-borne viruses (arboviruses), including vector competency, vector surveillance and other field-based entomological studies. In addition, this position will be responsible for assisting in fostering local, regional and international research and surveillance activities, assessing and utilizing opportunities for collaboration and funding, identifying gaps and making recommendations in the field of arbovirology. The candidate will also support the biosecurity, biosafety and biosurveillance objectives of the CEZPD by assisting in maintaining and developing scientific programs and collaborations for research on arboviruses and other zoonotic viruses of public health importance, with a strong focus on One Health programs.**

#### Key Job Responsibilities

■Co-management and co-supervision duties and responsibilities within the Arbovirus Reference Laboratory (ARL) of the Centre for Emerging Zoonotic and Parasitic Diseases (CEZPD), in particular the insectary facilities ■Contribute to maintenance and improvement of the design, biosafety and biosecurity functioning of the ARL CEZPD entomology laboratories ■Contribute to development and management of arbovirus biosurveillance and research programs and to assess burden and impact of arboviral infections ■Contribute to field laboratory based research programs relating to arboviruses but also other zoonotic pathogens of public health importance ■Contribute to grant funding applications and management and publication of research output of CEZPD ■Contribute to training of interns, scientists, registrars and others as required ■Comply with the policies of the NHLS, accreditation procedures, standard operating procedures and safety regulations in accordance with the Occupational Health and Safety Act and participate in Continuing Professional Development (CPD) activities within the CEZPD to order to enhance staff development and compliance with HPCSA requirements.

#### Minimum requirements & key competencies

■MSc in Medical Science or equivalent MSc/PhD in Medical Entomology ■Registration with SACNASP as Natural Scientist or HPCSA as a Medical Scientist (Virology) is advantageous ■Strong entomology background requiring three (3) years' experience in mosquito/tick related work/studies ■Sound knowledge and skills in taxonomy (especially identification of mosquitoes and ticks) required ■Ability to prepare arthropods for microscopy (dissection of taxonomically important organs or anatomical structures, fixation, staining and mounting of dissected material or whole arthropods on slides) and perform basic light (stereo and compound) microscopy are requirements ■Knowledge and skills for field sampling of arthropods using variety of traps required ■Experience in handling vertebrate animals that may serve as hosts of vectors and arboviruses and other zoonotic pathogens (trapping and dissection of small vertebrates an advantage) is advantageous ■Knowledge and skills for arthropod museum specimen curation are required ■Knowledge and skills in virology, including laboratory bench skills and experience with classical and advanced virological and serological techniques, especially with virus isolation, virus neutralization and ELISA assays, quality control, validation, and implementation of viral technologies/diagnostic methods are highly recommended ■Driver's license (code 8) required, advanced and 4X4 driving skills are advantageous ■Knowledge of laboratory biosafety (containment levels 2 -4) measures are advantageous ■Project leader on at least 1 research study is a requirement ■Knowledge of research grant applications, writing up research project proposals and evidence of successful funding applications including managing of project finances is a requirement ■Evidence of first-authored or co-authored publications in peer-reviewed journals or book chapters is required ■Evidence of training and supervision of post graduate students is advantageous ■Must have presented at national and or international conference/research days or forums ■Good communication (verbal and written) and interpersonal skills are recommended ■Good presentation skills are required ■Computer literacy required including Microsoft® based programs is required. Knowledge and skills in statistical software packages are advantageous ■Management skills required. Ability to manage small team of support staff is required ■Planning and organizing skills are important. Logistics management skills for organizing fieldwork and liaising with veterinary and conservation officials, researchers in other scientific disciplines and the lay public are requirements ■Willingness to travel extensively in support of field-based research program and willingness to work afterhours if so required.

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

BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR EMERGING ZOOONOTIC AND PARASITIC DISEASES  
(LABORATORY FOR ANTIMALARIAL RESISTANCE MONITORING AND MALARIA  
OPERATIONAL RESEARCH)  
LOCATION: SANDRINGHAM  
POSITION: MEDICAL SCIENTIST (RE-ADVERTISEMENT)  
PAY GRADE: MSE  
REFERENCE NUMBER: NICD0121/001-04

**To conduct research and to provide scientific support for other researchers in order to fulfil the research mandate of the centre.**

#### Key Job Responsibilities

- Perform ethical and relevant research (basic and applied) that will provide new information on malaria which promotes the NHLS' goal of becoming a world-class research organisation and South Africa's malaria elimination agenda
- Apply specialised knowledge in order to diagnose malaria and provide interpretation of results and consultation so that appropriate malaria treatment or malaria control methods can be implemented
- Contribute to the teaching of students (from the NHLS or academic institutes), health professionals and technical staff in research skills in order to develop research capacity
- Evaluate and implement appropriate tests, to improve existing laboratory tests and expand the test repertoire in order to enhance the provision of malaria pathology services
- Train students, health professionals and technical staff in laboratory skills and health sciences to ensure that they can deliver improved and effective malaria diagnostic services
- Write scientific reports and papers for submission to scientific, peer reviewed journals and congresses in order to disseminate new research findings
- Maintain project documentation, in order to create a scientific audit trail
- Contribute to translation of research to enhance the diagnostic platform and policy
- Maintain total quality management of the laboratory to ensure accurate and reliable results of both diagnostic and research analyses.

#### Minimum Requirements and Key Competencies

- BSc Hons
- MSc in Biochemistry/Genetics/Medical Science (desirable)
- HPCSA registration as a Medical Scientist ( Microbiology or Molecular)
- At least one peer-reviewed published article
- Involvement in development or validation or of either one new diagnostic methodology or modifications to existing applications/ procedures
- Active participation in maintaining SANAS accreditation desirable
- Presentation at local conferences/research days or forums
- Computer Literacy
- Communication skills (written & verbal)
- Administrative skills
- Troubleshooting skills
- Time management
- Interpersonal skills
- Attention to detail.

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BUSINESS UNIT: NICD  
DISCIPLINE: DIVISION OF PUBLIC HEALTH SURVEILLANCE AND RESPONSE  
LOCATION: NORTH WEST: TSHEPONG AND KLERKSDORP HOSPITAL  
POSITION: SURVEILLANCE OFFICER (RE-ADVERTISEMENT)  
PAY GRADE: C2  
REFERENCE NUMBER: NICD0121/001-05

**To collect clinical data and samples from respiratory patients at various designated clinical and hospital sites as well as home-visits for surveillance and operational research under programmes that fall within GERMS-SA hospital-based/ clinic-based syndromic and laboratory-based syndromic and laboratory-based surveillance, in the face of the COVID19 pandemic. To identify patients for pneumonia /ILI surveillance studies at hospital and clinic; to work on GERMS-SA laboratory surveillance project and additional projects within the GERMS-SA platform.**

#### Key Job Responsibilities

■Rapidly identify surveillance cases by close liaison with clinicians and laboratory personnel, daily review of all new admissions, and by using other methods that are in place for that site ■Obtain informed consent and interview patients, clinicians and relatives to fulfill ethical requirements and ensure reliability of data ■Complete case report forms by interview and/or record review and submit timeously ■Conduct pre- and post-test counseling for HIV testing, as specified in the relevant surveillance or research protocol ■Take/ collect relevant specimens (nasopharyngeal, oropharyngeal, nasal and stool swabs, and venipuncture) from patients for laboratory testing as per protocol. Monitor the progress and outcome of patients in and out of the hospital to ensure accurate data collection and recording ■Produce weekly stats reports. File surveillance and research records on-site after data collection, according to the relevant protocol. Actively participate in and contribute to surveillance-related activities ■Must be willing to travel between the various sites and may be required to do patient home visits ■ Assist to obtain permission and ethics approval for surveillance and research activities in the region ■Perform tasks assigned by the line manager, related to NICD surveillance and research and assisting with hospital screening and specimen-taking.

#### Minimum requirements and Key Competencies

■Four-year Nursing Diploma/Degree ■Registration with SANC as a PROFESSIONAL/REGISTERED nurse ■Two (2) years' experience oropharyngeal/nasopharyngeal specimen taking and venepuncture ■Three (3) years of clinical experience post qualification ■Two (2) years' experience in clinical research or surveillance will be an advantage ■Valid driver's license (manual) Own car would be preferable ■HIV counselling and testing certificate will be advantageous ■Good Communication skills both written and verbal (advantageous if proficient in English and languages used at the advertised site) ■Enthusiastic and keen to learn ■Good clinical practice certificate (GCP) preferable ■Ability to produce reports ■Ability to maintain confidentiality, diplomacy and professionalism at all times ■Ability to work under pressure and adhere to deadlines ■Strong managerial and organizational abilities with attention to detail ■Knowledge of infection prevention and control procedures ■Self-motivated, able to work independently and as part of a multidisciplinary team ■Computer Literacy: Microsoft office skills (Word, Excel and Power Point).

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BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR ENTERIC DISEASES  
LOCATION: SANDRINGHAM  
POSITION: FIELD EPIDEMIOLOGIST (RE-ADVERTISEMENT)  
PAY GRADE: D1  
REFERENCE NUMBER: NICD1120/001-02

**The Field Epidemiologist will introduce and maintain new and existing surveillance and research projects, contribute to the development of an epidemiological research agenda within the Centre, assist in the epidemiological investigation of enteric disease outbreaks, contribute to the scientific outputs, and contribute to the training activities undertaken by the Centre.**

**Key Job Responsibilities:**

■ Initiate, develop and implement epidemiologic studies and surveillance programmes relevant to Centre activities, including study design, data collection, data entry, data management, data cleaning, data analysis and report writing ■ Maintain existing surveillance programmes, including case follow up and interview, data collection, data entry, data management, data cleaning, data analysis and report writing ■ Initiate and co-ordinate epidemiological investigations of enteric disease outbreaks and provide additional logistical support to the Department of Health for epidemiological investigation of enteric diseases outbreak as required ■ Analysis of data from all surveillance programmes and epidemiologic investigations ■ Supervision and management of data management staff for epidemiological studies and surveillance programmes ■ Supervision and management of field staff for surveillance programmes and epidemiologic studies ■ Provide logistical support to field staff in surveillance programmes ■ Training and capacity building – to contribute and participate actively in training activities of the Centre ■ Create and produce reports and contribute to existing NICD publications such as communiqués and bulletins, as well as produce scientific papers on relevant subjects ■ Represent the Centre for Enteric Diseases in meetings with DOH and other stakeholders ■ Must be prepared to travel for site visits, outbreak investigations, local/international meetings as required ■ Must be prepared to work after hours as required during outbreak investigations, and also be prepared to travel at short notice for field outbreak investigation work.

**Key Competency Requirements:**

■ Masters in Epidemiology/Public Health ■ Application of epidemiological skills in the field of public health ■ Post-qualification experience in research or surveillance ■ Post-qualification experience in outbreak investigation ■ Ability to produce reports and scientific publications ■ Advanced computer skills ■ Analytical Skills ■ Experience with and knowledge of statistical software (e.g. STATA, SAS, R) essential ■ Data management and administrative experience essential ■ Knowledge of and insight into NHLS and NICD laboratory practice ■ Experience with laboratory information systems ■ Attention to detail ■ Interpersonal skills. ■ Ability to manage a team ■ Communication skills (verbal & written) ■ Self-motivated and ability to work under pressure ■ Flexibility / Adaptability ■ Teaching/Training ■ Time management .

Enquiries may be directed to Kgaugelo Mkwanazi @ 011 386 6090 or visit the NHLS career page at <http://intranet.nhls.ac.za>

## GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR VACCINES AND IMMUNOLOGY  
LOCATION: SANDRINGHAM  
POSITION: MEDICAL TECHNOLOGIST (MATERNITY REPLACEMENT- 6 MONTHS)  
PAY GRADE: MT1  
REFERENCE NUMBER: NICDCDC0321/001-01

**Conducts and monitors a variety of diagnostic and environmental analyses of human and sewage specimens to provide accurate laboratory test results**

### Key Job Responsibilities

■Manage human and environmental sewage sample receipt, processing and testing in support of global polio eradication ■Perform sample preparation and examination of human and environmental sewage samples ■Ensure that equipment is maintained according to defined SOP and prepare reagents and media where applicable ■Manage data required for the efficient functioning of the lab in order to meet statutory and clinical requirements ■Ensure that quality services are supplied to customers by monitoring work and equipment to obtain maximized outcomes ■Maintain safety standards in accordance with OHSA ■Conduct, process and interpret tests in terms of prescribed procedures, monitoring quality at all times ■ Verify and report results (interpret where applicable) and ensure that results are delivered timeously ■Undertake troubleshooting where necessary ■Accurate interpretation of results ■Maintain excel and access databases of test results and patient information ■Operates, monitors and calibrates analytical equipment according to relevant standards ■Adheres to quality assurance policies and procedures to ensure the accuracy of laboratory results ■Assists with technical support and training 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 (Virology or Clinical Pathology) as a Medical Technologist ■ Knowledge for the usage of specialised instrumentation ■Accuracy and organisational skills ■Attention to detail striving for an error free standard ■Computer literacy ■Knowledge of infection control and sterilization protocols ■Ability to work independently and collaboratively ■Ability to identify problems and troubleshoot ■Communication Skills (Verbal, written & presentation) ■Accuracy skills ■Time management and evaluation skills.

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BUSINESS UNIT: NICD  
DISCIPLINE: DIVISION FOR PUBLIC HEALTH SURVEILLANCE AND RESPONSE  
LOCATION: SANDRINGHAM  
POSITION: EPIDEMIOLOGIST (FIXED TERM CONTRACT: 6 MONTHS)  
PAY GRADE: D1  
REFERENCE NUMBER: NICDCDC0321/001-02

#### 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, NDOH outbreak response teams in all the provinces and districts
- Play a lead role in the development of laboratory-based early warning systems for COVID19 resurgence, other outbreaks and analysis of communicable disease data generated from the NICD data warehouse
- Strengthen systems for accessing and analyzing NHLS and private laboratory/NMC data for epidemiological applications with specific reference to surveillance and outbreak response
- 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
- Respond timeously to adhoc requests from stakeholders
- 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 and Key Competencies

- MSc in Public Health and / or MPH Field Epidemiology or relevant equivalent
- Three (3) years field experience in outbreaks
- Three (3) years' experience with laboratory data analysis
- Sensitivity and understanding in communication of unpleasant news
- Data management and administrative experience
- Research experience
- Application of epidemiological skills in the field of public health
- 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.

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BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR HEALTHCARE-ASSOCIATED INFECTIONS, ANTIMICROBIAL RESISTANCE AND MYCOSES (CHARM)  
LOCATION: SANDRINGHAM  
POSITION: FIELD PROJECT COORDINATOR (FIXED TERM CONTRACT: 8 MONTHS)  
(AMENDMENT & RE-ADVERTISEMENT)  
PAY GRADE: C3  
REFERENCE NUMBER: NICDCDC0121/001-03

**To provide an effective, efficient and quality surveillance project to reach the project targets and timelines in line with business needs while ensuring a high quality of incoming data. To assist in coordinating activities related to the cryptococcal antigen screen and treat programme and other cryptococcal –related activities with focus on clinical training. To provide assistance with cryptococcal-related research activities.**

#### Key Job Responsibilities

■ Perform site visits in all provinces (including non-enhanced surveillance sites) to give laboratory feedback to improve laboratory participation in the program ■ Perform the required audits /checks e.g. for correctness of data, quality and consistency and generate data queries for the site surveillance staff through paper based case report forms and electronic mobile capture of forms in order to maintain the case report forms and electronic mobile capture of forms in order to maintain the integrity of the program ■ Organise and run meetings with subordinates staff to ensure that feedback and training and given regularly, e.g. weekly teleconference etc. ■ Generate management reports as required to monitor work and performance status of the services and take corrective action when required ■ Ensure that all project documents are kept up to date in line with the approved protocol and filed for record and audit purposes ■ Assist with the development of standardized clinical materials ■ Review and update teaching material in order to keep them up to date and for consistency and accuracy ■ Liaise with Department of Health, regional training centers and partners ■ Co-ordinate and provide on-site clinic training centers and partners ■ Co-ordinate and provide on-site clinic training for health care workers ■ Assist with obtaining ethics approval and permissions for surveillance and research projects in order to ensure that research and surveillance is carried out with permission and ethically ■ Participate in stakeholder's meetings ■ Update existing NICD SOPs and write new SOPs to ensure that best practice guidelines are maintained.

#### Minimum Requirements and Key Competencies

■ Three (3) year Diploma/Degree in Nursing ■ Registration with the SANC as a Professional Nurse ■ Masters in Public Health/Epidemiology or progress towards the said post graduate training is desirable ■ Valid Driver's license ■ Five (5) years post qualification experience in the relevant field ■ Three (3) years research/surveillance experience ■ Three (3) years' experience in management or supervision of staff ■ Epidemiology/Public Health experience will be an advantage ■ Knowledge of surveillance and research methodologies ■ Knowledge of good clinical practice ■ Computer literacy ■ Strong written and verbal communication skills ■ Excellent interpersonal skills ■ Attention to detail ■ Project management skills ■ People management skills ■ Administrative skills ■ Research skills ■ Supervision of staff ■ Data analysis and study design skills.

Enquiries may be directed to Zinhle Buthelezi @ 011 885 5404, email application to [Recruiter1@nicd.ac.za](mailto:Recruiter1@nicd.ac.za)