

JUNE 2026

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, driver's 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 filling 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 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 03 JULY 2026***

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BUSINE BUSINESS UNIT: NICD  
DISCIPLINE: DIVISION FOR PUBLIC HEALTH SURVEILLANCE AND RESPONSE  
LOCATION: NORTH WEST  
POSITION: FIELD EPIDEMIOLOGIST (READVERTISEMENT)  
PAY GRADE: D1  
REFERENCE NUMBER: NICD0326/001-01

**The Provincial Epidemiology Team (PET) of the National Institute for Communicable Diseases (NICD) provides for the epidemiological needs of the Provincial Departments of Health in South Africa. This service focuses on utilising epidemiological methods and expertise to support provinces in meeting their responsibilities of preventing and controlling the spread of infectious diseases, in line with the International Health Regulations (IHR). The PET has been set up to provide on-site support to the all the Provincial Departments of Health and ensure that expertise available within the NICD is made available, in a timely manner, at provincial, district and local levels of health. The main purpose of this post is to:**

1. Ensure that the NICD's core epidemiology services of surveillance, outbreak response, specialist microbiology and public health research are available to the Provincial Departments of health in a timely manner, in order to inform public health action of a consistently high quality
2. Provide a flexible expert epidemiological resource that can be deployed rapidly if required to address emerging public health threats in South Africa.
3. Ensure that outputs from NICD's activities within its specialist Centres are effectively managed and delivered to support the needs of the provinces.

#### Key Job Responsibilities

The provincial epidemiologist in the Division of Public Health Response and Surveillance will focus on the following functional areas,

##### **Public Health Surveillance:**

Strengthen surveillance systems within the province, with a specific focus on Notifiable Medical Conditions (NMC) ■ Synthesise and analyses surveillance information at provincial, district and local levels ■ Produce routine and ad-hoc reports to inform on priority programme performance, guide public health interventions and support I management decision-making at the provincial level ■ Disseminate surveillance reports to the Provincial Department of Health, health professionals and other stake holders at appropriate intervals ■ Present these reports at appropriate forums (Communicable Disease Control (CDC) / Expanded Programme on Immunisation (EPI) / Antimicrobial Resistance (AMR) stewardship committees), such as monthly, quarterly and annual meetings ■ Provide expert technical advice and assistance to relevant stakeholders in the provinces on the design, maintenance, analysis and interpretation of surveillance databases ■ Analyse existing datasets for the production of project reports and manuscripts for publication in peer-reviewed journals. To strengthen the relationship between NHLS, NICD, and DOH by being the liaison for all three institutions

##### **Outbreak response:**

Provide epidemiological support and expertise for the investigation of outbreaks ■ Act as liaison between Provincial Department of Health and NICD in outbreak investigations and implementation of public health responses ■ Provide epidemiology support to the province on the control of communicable diseases and utilise data to inform on programme performance ■ Collaborate in outbreak report writing.

##### **Epidemiological support and priority programmes:**

Support provincial health departments in implementing their operational plans for priority conditions. ■ Facilitate access to laboratory-based data generated within the NICD to the provinces and districts in a timely manner, to enable rapid implementation of appropriate public health interventions, support patient tracing and treatment initiation. ■ Strengthen epidemiological capacity among DoH personnel through training,

including supervision and mentoring SAFELTP residents in outbreak investigations, surveillance reporting, and contributing to teaching in FELTP programmes.

### Minimum Requirements and Key Competencies

- Master's In Public Health (MPH) or MSc Epidemiology or Biostatistics
- Code 8 driver's license and own transport
- Field experience in infectious disease epidemiology surveillance and/or research experience
- Experience with data analysis, public health research and report writing
- Experience in working in the Public Health sector
- Knowledge of epidemiology and statistical methods
- Experience in working in the Public Health sector
- Knowledge of and insight into laboratory practice with specific reference to the NHLS and NICD
- Knowledge of statistical software package for epidemiology analysis, STATA, R, GIS, MS Access, Excel or SAS
- Leadership and management skills
- A good understanding of the health systems in South Africa
- Excellent interpersonal and communication skills (verbal, written and presentation)
- Problem solving skills
- Prior knowledge of electronic registers (Tier.net, EDRWeb/ETR.Net.)

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

BUSINESS UNIT: NICD  
DISCIPLINE: NATIONAL CANCER REGISTRY  
LOCATION: SANDRINGHAM  
POSITION: DATA MANAGER (AMENDMENT AND READDVERTISEMENT)  
PAY GRADE: D1  
REFERENCE NUMBER: NICD0126/001-11

### To coordinate, manage and maintain surveillance and research study databases to ensure accurate data for analysis

#### Key Job Responsibilities

- Manage, maintain and update surveillance and research study databases within designated NICD Centres
- Manage and develop data staff members so that they acquire skills required for optimal performance
- Compile and automate standard & adhoc reports, graphs, tables and spread sheets for data distribution
- Perform daily back up and security for databases and ensure that data can be easily retrieved
- Perform data audits as and when required
- Develop data collection tool to ensure effective capturing of information /data
- Ensure all fields on data collection forms match those the database
- Oversee the technical aspects of electronic data collection tools
- Develop and maintain pipelines for the automated coding of cancer reports.
- Link cancer reports to external data sources using probabilistic record linkage and machine learning techniques. Maintain quality and strict confidentiality of information collected
- Contribute to the recruitment and selection process of new data staff members
- Develop new databases for projects as required
- Contribute to the development and implementation of standard operating procedures for use and acquisition of database tools and the protection of confidential information
- Oversee the development and maintenance of a filing system for all studies
- Oversight of onboarding new labs
- Coordination of NCR app with IT specialist
- Ensure all cancer reports are coded according to current global standards (ICD-O-3), monitor developments in classification systems, and coordinate implementation of updates (ICD-O-4, ICD-11) as required
- Set up and run data cleaning programmes for logical data checking which will then generate error reports or queries requiring validation (ie ensure all dates correlate admin date, collect date, outcome date, dob, etc; ensure all sex related

questions tie together – no men with cervical cancer; ensure death questions match outcome of death; and other outliers of numbers, observations, etc) ■ Liaise with surveillance sites and laboratory staff with respect to data queries and manage the flow of queries in order to improve the quality of data ■ Provide clean, good quality datasets available for quarterly analysis ■ Ability to drawdown required datasets for analysis ■ Participate in epidemiologic research related to surveillance data.

### Minimum requirements and Key Competencies

■ MSc/MPH in Epidemiology/Biostatistics/Informatics/Public Health Informatics/Health Informatics/Bioinformatics/Information Technology/Information Engineering/Data Science or equivalent (NQF Level 9) ■ 5 years' experience in data management ■ Experience in designing, maintaining, and querying relational databases (SQL, PostgreSQL, MySQL, MS SQL Server) ■ Experience programming in Python or R ■ Experience programming in Stata ■ Experience in Microsoft Power BI or Tableau ■ Experience developing or fine-tuning large language models ■ Experience with version control - Git/GitHub ■ Experience in ICD-O-3 coding ■ Knowledge of epidemiology information ■ Proficiency in statistical packages ■ Computer literacy ■ Communication skills (verbal and written) ■ Report writing skills ■ Ability to deal with or handle confidential information ■ Attention to detail ■ Management skills ■ Problem solving skills ■ Accuracy skills ■ Analytical skills ■ Interpersonal skills. ■ Mentoring or training skills

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## GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR EMERGING ZONOTIC AND PARASITIC DISEASES  
LOCATION: SANDRINGHAM  
POSITION: MEDICAL SCIENTIST ENTRY (FIXED TERM CONTRACT UNTIL  
30 SEPTEMBER 2026) (WITHDRAWN)  
PAY GRADE: MSE  
REFERENCE NUMBER: NICDCDC0326/001-01

**To conduct research relevant to the pathology discipline, as well as to teach and train students conduct diagnostic test development and to assist in troubleshooting related to diagnostic testing for emerging zoonotic viral diseases.**

### Key Job Responsibilities

■ Conduct laboratory testing and research under supervision and within a multidisciplinary team, under supervision of Senior Medical Scientists/Pathologists/Laboratory Manager ■ On the bench training for laboratory staff e.g. Intern Scientists, Medical Technologists and Technicians ■ Contribute to laboratory administration (e.g. records, procurement, stock, control, equipment maintenance) ■ Record administration in accordance with current policies/procedures and SOPs ■ Engage in troubleshooting and ensure that error logs/corrective action reports are completed according to set requirements ■ Ensure that maintenance logs are accurate, up to date and accessible for retrieval ■ Participate in quality management activities ■ Co-supervise small research projects. Conducts tests and procedures independently ■ Perform equipment maintenance.

### Minimum Requirements and Key Competencies

■ BSc Honors degree or equivalent or MSc in Medical Science or relevant field ■ Registered with HPCSA (virology) ■ 0 – 3 years' experience post-internship ■ Knowledge of pox, rabies, viral hemorrhagic fevers and other emerging zoonotic viral diseases of public health importance in South Africa highly recommended ■ Experience with cell culture, virus isolation, different serological assays highly recommended ■ Knowledge of laboratory biosafety and biosecurity highly recommended ■ Experience in working in biocontainment laboratories highly recommended ■ At least 1 scientific research abstracts ■ Involvement in the development & validation of either 1 new diagnostic methodology or significant modifications to existing applications/procedures ■ Knowledge of laboratory instruments ■ Knowledge of writing grant proposals & publications ■ Preparation and presentation of lectures ■ Exam compilation ■ Quality control in the laboratory practices ■ Knowledge of good laboratory practices ■ Knowledge of method validation and research methodologies ■ Active participation in maintaining SANAS accreditation ■ Presentation at local conferences / research forums ■ Willing to work in biocontainment laboratories

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

**THIS ADVERT IS WITHDRAWN – APPLICATIONS WILL NOT BE CONSIDERED**

**BUSINESS UNIT:** NICD  
**DISCIPLINE:** CENTRE FOR RESPIRATORY DISEASES AND MENINGITIS  
**LOCATION:** HELEN JOSEPH/RAHIMA MOOSA MOTHER & CHILD HOSPITAL  
**POSITION:** SURVEILLANCE OFFICER X 2 (**FIXED TERM CONTRACT UNTIL  
SEPTEMBER 2026**)  
**PAY GRADE:** C2  
**REFERENCE NUMBER:** NICDCDC 0626/001-02

To collect quality clinical data and samples from patients at designated sites for the relevant surveillance projects as per protocol. The surveillance officer will be involved in clinic, community and hospital based surveillance and research for programmes/ projects that link with and fall under the GERMS-SA surveillance and syndromic surveillance programme. This includes syndromic pneumonia, diarrhoeal and acute febrile illness surveillance at certain sites.

#### 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 venepuncture) 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 Competency

- Nursing qualification and registration SANC as a professional nurse
- Masters in Public Health/ Epidemiology or progress towards the said post graduate training
- Valid Driver's license
- 4 years post qualification experience in the relevant field
- 2 years research/surveillance experience
- Epidemiology/Public Health experience
- Supervision of Staff
- Knowledge of surveillance and research methodologies
- Knowledge of good clinical practice. Computer Literacy
- Strong written and verbal communication skills
- At least one vernacular besides English
- Crisis-intervention skills
- Excellent interpersonal skills
- Counselling
- Attention to detail
- Ability work under pressure
- Ability to maintain confidentiality of data
- Administrative skills
- Research skills
- Supervision of Staff
- People management skills.

Enquiries may be directed to Palesa Nong @ 011 386 6425, e-mail application to [Recruiter2@nicd.ac.za](mailto:Recruiter2@nicd.ac.za)