NATIONAL HEALTH LABORATORY SERVICE

VACANCY

October 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 filing 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: 6 NOVEMBER 2026**

NATIONAL HEALTH LABORATORY SERVICE

VACANCY

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NATIONAL HEALTH LABORATORY SERVICE

VACANCY

BUSINESS UNIT:	NICD
DEPARTMENT:	MANAGEMENT AND ADMINISTRATION
LOCATION:	SANDRINGHAM
POSITION:	FINANCIAL CONTROLLER (READVERTISEMENT)
PAY GRADE:	C3
REFERENCE NUMBER:	NICD0926/001-02

To Manage the accounts payable, bookkeeping, procurement/stores and treasury, to improve cash flow and promote efficient and effective finance and administrative procedures in the Branch, in compliance with financial standards and Treasury regulations.

Key Job Responsibilities

■Reviews accounts payable to ensure that suppliers are paid timeously for continuous supply of stock and services to the Laboratories■ Manage the daily cashflow position in order to maximise the utilisation and returns on cash on hand to liaise with Finance Department (Head Office) to achieve this objective ■Manage the bookkeeping within the Branch to ensure accuracy of accounting records ■Manage the stores and procurement functions within the Branch to ensure cost-effective and continual supply of stock and services to the Laboratories and maintenance of services to Clients ■Reports in compliance with standard operating procedures to ensure that Finance and Administration is accurately and effectively administered within the branch. These activities include the monitoring of expenditure against budget ■Liaises with clients (internal and external) to ensure efficient resolution of payments which may occur daily ■Participate in setting up of major projects to ensure correct management of financial resources in line with budget and business needs ■Training staff on financial and administrative standard operating procedures and budget requirements to ensure the constant interaction and application of NHLS financial and administrative standards ■Assist in financial planning and budgeting during the budget process ■Oversee all Oracle management reports for the labs and all stores at the Branch ■Perform verification of assets and update the Asset register to keep track of all NHLS assets.

Minimum Requirements and Key Competencies

■ 3 years Diploma in Finance related studies(NQF Level 6) ■ Minimum (4) years' experience in financial environment ■Intimate knowledge of Financial Systems ■Knowledge of Oracle System ■ Knowledge of Treasury Regulations■ Knowledge of Public Finance Management Act ■Communication skills (written and verbal ■Advanced Computer Skills ■Time management ■Attention to detail ■Planning and Organizing skills ■Analytical Skills ■Investigation Skills ■Administration skills ■Interpersonal skills ■Team Work

Enquiries may be directed to Palesa Nong @ 011 386 6425, email application to Recruiter2@nicd.ac.za

NATIONAL HEALTH LABORATORY SERVICE

VACANCY

BUSINESS UNIT:	NICD
DISCIPLINE:	MANAGEMENT AND ADMINISTRATION
LOCATION:	SANDRINGHAM
POSITION:	LABORATORY CLERK (MATERNITY REPLACEMENT UNTIL 31 JULY 2027)
PAY GRADE:	B2
REFERENCE NUMBER:	NICDCDC1026/001-01

Responsible for the receiving, capturing and distribution of all specimens to ensure correct information is obtained and recorded and to facilitate the speedy processing of specimens in terms of service objectives.

Key Responsibilities

■Verifies the suitability of specimens for processing■Receives, labels and sorts specimens for testing according to the SOP's. ■Captures patient's information into the system■Creates shipping lists of samples for distributions to laboratories■Administers the distribution of samples to ensure smooth channeling of specimens to various disciplines■Responsible for appropriate packaging, recording and monitoring of all out-going referral specimens■Keeps specimens request forms for audit purposes■ Complete corrective action and troubleshooting logs for QC and equipment failures ■ Record Non-Compliance ("NC") ■ Record and Action Customer Complaints/queries.

Minimum requirements and key competencies

■Grade 12■ Driver's license■Secretarial Certificate■1-2 Years Experience■Knowledge of Laboratory Information System■ General administration knowledge■ Computer skills ■ Communication skills (Verbal, written, presentation)■ Ability to work independently and collaboratively■ Attention to detail.

Enquiries may be directed to Keitumetse Tsoeu @ 011 885 5404, e-mail application to Recruiter1@nicd.ac.za

NATIONAL HEALTH LABORATORY SERVICE

VACANCY

GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT: NICD
DISCIPLINE: MANAGEMENT AND ADMINISTRATION
LOCATION: SANDRINGHAM
POSITION: SENIOR ETL DEVELOPER (FIXED TERM CONTRACT UNTIL 31 MARCH 2027)(READVERTISEMENT)
PAY GRADE: D1
REFERENCE NUMBER: NICDCDC0826/001-02

To use data warehousing and business intelligence skills to technically assist the corporate data warehouse in delivering value to stakeholders through the optimized processing of data into data marts that will support analytics and BI reporting

Key Job Responsibilities

■Develop and maintain new and existing data marts and ETL processes which enable the acquisition of source system into CDW■ Ensure integrity of data from the source systems into the respective marts in the CDW to ensure accuracy of the reporting from CDW■ Develop new functionality in order to support the broader stakeholder business intelligence■ Assist in the development and maintenance of business intelligence back end processes in order to provide the foundation for data transformation and data cleansing■ Assist with data aggregation in order to optimize performance and improve end user experience■ Support the collection, integration and transformation of large volumes of data with data structures ranging from simple to highly complex in order to process the laboratory information■ Utilize methods in the data integration environment that maximise speed flexibility and effectiveness when building, deploying and updating data warehouse objects■ Liaise with users, analysts and support staff in order to maximise the efficiencies of the CDW team■ Collaborate or actively test new development to ensure accuracy of information■ Mentor junior members of the team.

Minimum requirements and Key Competency

■BSc Degree/ Diploma in Information Systems■ Post graduation qualification or other courses in data warehousing/ ETL (NQF Level 6)■ 6 years data warehousing/ ETL experience■4 years Practical Data Warehouse Development Life Cycle■4 years SQL programming■ Trouble shooting with Informatica ETL design tool■ Oracle database/ other mainstream relational database/ data warehouse appliance■ Knowledge of Informatica■ Dimensional Data modelling and design understanding■ ETL development knowledge■ Knowledge of methodologies underlying data warehouse development■ Knowledge of data warehouse appliances■ Understanding of BI reporting tools■ Well developed communication skill■ Ability to work under pressure■ Teamwork■ Assessment and information interpretation skills■ Research/ information collection skills■ Report writing■ Supervisory and mentoring skills■ Deadlines oriented■ Deadlines oriented■ Customer oriented■ Planning and organising skills.

Enquiries may be directed to Palesa Nong @ 011 386 6425, e-mail application to Recruiter2@nicd.ac.za

NATIONAL HEALTH LABORATORY SERVICE

VACANCY

BUSINESS UNIT:	NICD
DISCIPLINE:	CENTRE FOR HEALTHCARE ASSOCIATED INFECTIONS, ANTIMICROBIAL RESISTANCE AND MYCOSES (CHARM)
LOCATION:	SANDRINGHAM
POSITION:	SENIOR ETL DEVELOPER (FIXED TERM CONTRACT UNTIL 31 MARCH 2027)
PAY GRADE:	D1
REFERENCE NUMBER:	NICDCDC1026/001-02

To use data warehousing and business intelligence skills to technically assist the corporate data warehouse in delivering value to stakeholders through the optimized processing of data into data marts that will support analytics and BI reporting

Key Job Responsibilities

■Develop and maintain new and existing data marts and ETL processes which enable the acquisition of source system into CDW■ Ensure integrity of data from the source systems into the respective marts in the CDW to ensure accuracy of the reporting from CDW■ Develop new functionality in order to support the broader stakeholder business intelligence■ Assist in the development and maintenance of business intelligence back end processes in order to provide the foundation for data transformation and data cleansing■ Assist with data aggregation in order to optimize performance and improve end user experience■ Support the collection, integration and transformation of large volumes of data with data structures ranging from simple to highly complex in order to process the laboratory information■ Utilize methods in the data integration environment that maximise speed flexibility and effectiveness when building, deploying and updating data warehouse objects■ Liaise with users, analysts and support staff in order to maximise the efficiencies of the CDW team■ Collaborate or actively test new development to ensure accuracy of information■ Mentor junior members of the team.

Minimum requirements and Key Competency

■BSc Degree/ Diploma in Information Systems■ Post graduation qualification or other courses in data warehousing/ ETL (NQF Level 6)■ 6 years data warehousing/ ETL experience■4 years Practical Data Warehouse Development Life Cycle■4 years SQL programming■ Trouble shooting with Informatica ETL design tool■ Oracle database/ other mainstream relational database/ data warehouse appliance■ Knowledge of Informatica■ Dimensional Data modelling and design understanding■ ETL development knowledge■ Knowledge of methodologies underlying data warehouse development■ Knowledge of data warehouse appliances■ Understanding of BI reporting tools■ Well developed communication skill■ Ability to work under pressure■ Teamwork■ Assessment and information interpretation skills■ Research/ information collection skills■ Report writing■ Supervisory and mentoring skills■ Deadlines oriented■ Deadlines oriented■ Customer oriented■ Planning and organising skills.

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NATIONAL HEALTH LABORATORY SERVICE

VACANCY

BUSINESS UNIT:	NICD
DISCIPLINE:	CENTRE FOR HEALTHCARE ASSOCIATED INFECTIONS, ANTIMICROBIAL RESISTANCE AND MYCOSES (CHARM)
LOCATION:	SANDRINGHAM
POSITION:	MEDICAL SCIENTIST (FIXED TERM CONTRACT UNTIL 30 SEPTEMBER 2027)
PAY GRADE:	MSE
REFERENCE NUMBER:	NICD1026/001-03

To conduct research relevant to the pathology discipline, as well as to teach and train students to conduct Diagnostic test development and assist in troubleshooting related to diagnostic testing.

Key Job Responsibilities

■Conducts research under supervision of a senior medical scientist/pathologist ■On the bench training for the intern scientists, technologists and technicians ■ Co-supervise small research projects ■ Conducts tests and procedures independently■ Contributes to laboratory administration (e.g. Records, procurement, stock control and equipment maintenance) ■Record administration in accordance with the current policies/procedures and SOP■ Ensuring that maintenance logs are accurate, up to date and accessible for retrieval ■ Ensuring that maintenance logs are accurate, up to date and accessible for retrieval■ Ensure that error logs/corrective action reports are completed according to set requirements■ Perform equipment maintenance ■ Perform equipment maintenance ■ Participate in quality management.

Minimum requirements and key competencies

■BSc Honours /MSC in Medical Science in relevant field ■Registered with HPCSA in **Microbiology or Molecular Biology** ■ HPCSA registration post qualification■ At least 1 scientific research abstracts ■ Knowledge of writing grant proposals and publications ■ Preparation of lectures ■ Exam compilation ■ Quality control 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 ■ Communication Skills (verbal and written) ■ Scientific writing skills ■ Interpersonal skills ■ Specific laboratory techniques ■ Troubleshooting skills ■Attention to detail ■ Data analysis and interpretation skills ■ Computer literacy skills ■ Attention to detail.

Enquiries may be directed to Palesa Nong @ 011 386 6425, email application to Recruiter2@nicd.ac.za

NATIONAL HEALTH LABORATORY SERVICE

VACANCY

BUSINESS UNIT:	NICD
DISCIPLINE:	CENTRE FOR HEALTHCARE ASSOCIATED INFECTIONS, ANTIMICROBIAL RESISTANCE AND MYCOSES (CHARM)
LOCATION:	SANDRINGHAM
POSITION:	EPIDEMIOLOGIST (FIXED TERM CONTRACT UNTIL 30 SEPTEMBER 2027)
PAY GRADE:	D1
REFERENCE NUMBER:	NICDCDC1026-001-04

To provide expertise and support for all the existing activities of the Centre for Healthcare Associated Infections, Antimicrobial Resistance and Mycoses (CHARM) with specific reference to epidemiological support for surveillance activities, outbreak response and research studies at CHARM.

Key Job Responsibilities

■Provide epidemiologic support for all activities of the CHARM with specific reference to laboratory-based and syndromic surveillance, research activities, outbreak investigations and pandemic response requiring support ■Play a lead role in the development of investigation forms, standard operating procedures, database development real time data checks, preparing weekly surveillance and research reports and supporting site staff with project activities ■ Assist with CHARM related surveillance and other activities as need ■Train the appropriate audiences on study procedures, databases and reporting ■Strengthen electronic systems for accessing NHLS and private laboratory data for epidemiological applications with specific reference to CHARM surveillance and research ■Generate reports, interpret data and provide analyses to ensure that accurate data is available for analysis and preparation of manuscripts ■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 (essential)■Valid driver's license [Code E / EB] ■ 0-3 years' experience in applied epidemiology, public health and communicable diseases post MSc/MPH qualification (essential) ■Experience with data analysis and Database development (essential) ■ Competency in Microsoft Excel, R Studio and Stata essential ■Infectious diseases epidemiology experience essential ■Research experience ■Skilled in epidemiology and application of epidemiological skills ■Understand the research process, field research experience ■General management and administration (desirable)■Knowledge of and insight into NHLS and NICD laboratory practice(desirable) ■Communication skills (verbal & written) ■Ability to work under pressure ■Interpersonal skills ■Time management ■Attention to detail ■Planning and organizing skills ■Thinking on one's feet ■Assertiveness ■Flexibility / Adaptability■ Ability to produce statistics ■Report writing skills ■Diplomatic skills ■Teaching / Training.

Enquiries may be directed to Kgaogelo Mkwanazi @ 011 386 6090, email application to Recruiter3@nicd.ac.za

NATIONAL HEALTH LABORATORY SERVICE

VACANCY

BUSINESS UNIT:	NICD
DISCIPLINE:	CENTRE FOR HEALTHCARE ASSOCIATED INFECTIONS, ANTIMICROBIAL RESISTANCE AND MYCOSES (CHARM)
LOCATION:	SANDRINGHAM
POSITION:	MEDICAL OFFICER (FIXED TERM CONTRACT UNTIL 30 SEPTEMBER 2027)
PAY GRADE:	D1
REFERENCE NUMBER:	NICDCDC1026-001-05

To contribute towards diagnostic service output in accordance with departmental policies, procedures and quality standards as prescribed

Key Job Responsibilities

■Conducts supervised research, clinical trials and/or diagnostic testing and surveillance■Presents at national or international conferences or academic research days/forums■Develop and prepare training material for training programmes for Surveillance Officers, peers and immediate teams■Publish international review articles in the respective field■Prepare and submit Grant applications for Research ■Develop and implement proposals/protocols/publications/new technologies or new approaches■Contribute significantly to operational management - staff, budgets and projects■Compile reports and perform administrative tasks in order to ensure accurate record management as prescribed in policies and procedures■Quality assurance to ensure that the required standards are met in order to protect the patient.■Troubleshoot when required to determine and remedy the cause of machine malfunction or problems■Contribute to medical technologist / technician, undergraduate teaching and the departmental CPD program to ensure that the departmental objectives and obligations in this regard are met■Assist with the training of registrars / experiential and intern students on annual learnership in order to transfer skills as well as to ensure that patient care is not compromised■Train and develop health care professionals to ensure they have the skills required by the organisation and are able to achieve their performance objectives.

Minimum requirements & key competencies

■MBCH ■Registration with the HPCSA and Medical Doctor ■Relevant Post Graduate Academic Qualification PhD■0-3 years related experience as Medical Officer after community service■4-6 years experience as Medical Officer after Community Service ■Conducting Research or Surveillance in collaboration ■Conducting independent post qualification research ■Initiate and/or conduct research/surveillance (PI) and/or supervise post qualification research ■Project Management Skills ■Programme and Human Resources Skills ■Skills to conduct routine diagnostic services or analysis ■Leadership and policy development skills ■Strategic Skills ■Stakeholder Relations ■Mentoring and Coaching ■Ability to multi-task ■Innovation Skills ■Troubleshooting ■Skills Analytical Skills■ Attention to detail.

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NATIONAL HEALTH LABORATORY SERVICE

VACANCY

BUSINESS UNIT:	NICD
DISCIPLINE:	CENTRE FOR RESPIRATORY DISEASES AND MENINGITIS
LOCATION:	SANDRINGHAM
POSITION:	SURVEILLANCE OFFICER (FIXED TERM CONTRACT UNTIL SEPTEMBER 2027)
PAY GRADE:	C2
REFERENCE NUMBER:	NICDCDC 1026/001-06

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 ■ Atleast 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 Keitumetse Tsoeu @ 011 885 5404, e-mail application to Recruiter1@nicd.ac.za

NATIONAL HEALTH LABORATORY SERVICE

VACANCY

BUSINESS UNIT:	NICD
DISCIPLINE:	CENTRE FOR EMERGING ZOONOTIC AND PARASITIC DISEASES
LOCATION:	SANDRINGHAM
POSITION:	MEDICAL SCIENTIST ENTRY (FIXED TERM CONTRACT ENDING 30 SEPTEMBER 2027)
PAY GRADE:	MSE
REFERENCE NUMBER:	NICDCDC1026/001-07

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 mpox, 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 ■ Knowledge/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 Mkwanazi @ 011 386 6090, email application to Recruiter3@nicd.ac.za