

## NATIONAL DEPARTMENT OF HEALTH

*The Department of Health is registered with the Department of Labour as a designated Employer and the filling of the following posts will be in line with the Employment Equity Act (including people with disabilities).*

- APPLICATIONS** : The Director-General, National Department of Health, Private Bag X828, Pretoria. 0001. Hand delivered applications may be submitted at Reception (Brown application Box), Civitas Building, corner of Thabo Sehume (formerly known as Andries) and Struben streets.Pretoria.
- FOR ATTENTION** : Ms N Sombinge
- NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department and should be accompanied by a CV (previous experience must be comprehensively detailed) and certified copies of qualification certificates (including senior certificate/ grade12 certificate regardless of the qualification requirements indicated in the advert), service certificates, including ID and driver's license. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The department reserves the right not to fill the post. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications.
- POST** : **MEDICINES REGISTRATION OFFICER: MEDICINES EVALUATION AND RESEARCH (POST REGISTRATION UNIT) (REF NO: NDOH 15/2016)**
- SALARY** : **Grade 1:** R445 608 per annum. **Grade 2:** R532 773 per annum. B-Pharm degree and a minimum of eight (8) years appropriate experience **OR** registration as a Pharmacist

**Grade 3:** R609 168 per annum. B-Pharm degree and a minimum of sixteen (16) years appropriate experience **OR** registration as a Pharmacist with a minimum of eighteen (18) years appropriate experience. Salary grade will be determined in accordance with the above requirements as per the OSD.

**Certified copies of original certificates of service must be submitted with your application as well as proof of registration as a Pharmacist (where applicable).**

**CENTRE** : Chief Directorate: Food Control, Pharmaceutical Trade and Product Regulation. Directorate: Medicines Evaluation and Research. Pretoria.

**REQUIREMENTS** : \*Qualification and years of experience required are indicated above \*Knowledge and application of the Medicines and Related Substances Act (101 of 1965) and the Regulations pertaining to the Act is essential Knowledge of technical and scientific aspects of medicines regulation \*Good communication (written and verbal), planning, IT and organisation skills \*Ability to work in a highly pressured environment and driven by a sense of urgency to meet deadlines \*Must be willing to travel and work irregular hours \*A valid driver's license.

**DUTIES** : \*Evaluate new applications and amendments for the registration of medicines \*Generate evaluation reports and record statistics \*Prepare reports for Committee meetings \*Compile documents for the Committee and perform final checking of the Committee's final recommendations to Council \*Evaluate responses \*Consult with representatives from the industry \*Explain regulatory issues, policies to be adhered to and any other queries \*Policy document preparation \*Review new policies for the registration and amendments of medicines \*Incorporate recommendations into guidelines and Standard Operating Procedures (SOPs).

**NOTE:** : ***This is a re-advertisement and candidates who previously apply need not to re-apply as their candidature will still be considered***

**ENQUIRIES** : Dr AT Sigobodhla at (012) 395 8351  
Ms S Padayachee at (012) 395 9316

**CLOSING DATE** : 14 March 2016

**MEDIA** : NDOH WEBSITE PSVC MCC Website