

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, service certificates, including ID and driver's licence. The certification must be within three (3) months. 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** : **DEPUTY DIRECTOR: TRUTH AND RECONCILIATION COMMISSION (CONTRACT ENDING 31 MARCH 2019) (REF NO: 48/2016)**
- SALARY** : An all inclusive remuneration package of R726 276 per annum [basic salary consists of 70% or 76% of total package, the State's contribution to the Government Employee's Pension Fund (13% of basic salary) and a flexible portion]. The flexible portion of the package can be structured according to Middle Management Service guidelines.
- CENTRE** : Chief Directorate: Non-Communicable Diseases.
Sub-Directorate: Truth and Reconciliation Commission.
Pretoria.

REQUIREMENTS : *A three year Bachelor's degree/National Diploma or equivalent NQF 6 qualification in Health Sciences *At least 3 years experience in health service delivery environment at junior management or equivalent level *Knowledge of Truth and Reconciliation Act and Promotion of National Unity and Reconciliation Act of 1995 and National Act as well as various public service and health legislation (administrative and clinical) *Good management (project, finance and strategic planning), facilitation, problem solving, report writing, communication (written and verbal) and computer (Ms Excel, Ms Word and Ms Powerpoint) skills *Manage cases *A valid driver's licence.

DUTIES : *Coordinate the provision of health services for victims of gross human rights as determined by the Promotion of National Unity and Reconciliation Act of 1995 *Facilitate the development of legislation to provide health services to victims of gross human rights violations *Develop implementation plans for psychosocial programmes and health related aspects of community rehabilitation plans as developed by the Department of Justice and Constitutional Development *Ensure an integrated approach to health service delivery through the involvement of various stakeholders *Manage all reporting, records, resources, correspondence and all other related aspects for the Truth and Reconciliation Programme.

ENQUIRIES : Mr OSB Phakathi at tel no 012 395 9138

CLOSING DATE : 20 June 2016