

## **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. 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** : **ASSISTANT DIRECTOR: FORENSIC ANALYST GRADE I (REF NO: NDOH 83/2016)**
- SALARY** : **Grade I:** R428 292 – R475 341 per annum as per OSD
- CENTRE** : Chief Directorate: Trauma, Violence, Emergency Medical Services and Forensic Pathology Services. Directorate: Forensic Pathology Services, Forensic Chemistry Laboratory. Pretoria
- REQUIREMENTS** : \*A three-year BSc/National Diploma with Chemistry or Analytical Chemistry as major subject \*Honours or Higher Diploma in Chemistry would be an advantage \*At least five (5) years experience on a Chief Forensic Analyst or equivalent level in analytical laboratory \*Knowledge of the types and uses of analytical equipment such as gas chromatograph, high performance liquid chromatograph, mass spectrometer,

polarograph, ion chromatograph, spectrophotometer, FID Head space, Photo diode array (PDA) atomic absorption spectroscopy and associated software packages \*Sound and in-depth knowledge of Criminal Procedure Act and Health and Safety Act \*Knowledge of ISO17025 and its use in the laboratory \*Basic knowledge of judicial systems and court procedures \*Good communication (verbal and written), facilitation, presentation, research, liaison, analytical and computer skills (spreadsheets, databases, word processors) \*Ability to remain unbiased in the examination of court evidence \*A valid driver's licence.

**DUTIES** : \*Oversee the verification and preparation of samples for analysis in the chemistry laboratory \*Record sample information \*Validate the analysis conducted on samples \*Produce analytical results of standard and complicated cases \*Oversee analytical services of the section \*Conduct statistical analysis \*Review analytical data and result \*Supervise the administration of human resources and physical assets \*Manage the performance of allocated responsibilities, training of employees and allocation of work \*Management of risk and audit queries.

**ENQUIRIES** : Ms K Tholo (012) 442 0860.

**CLOSING DATE** : 1 August 2016

**MEDIA** : PSVC NDOH Website