

NATIONAL DEPARTMENT OF HEALTH

It is the Department's intension to promote equity (race, gender and disability) through the filing of this post with a candidate whose transfer /promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

- 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 matric certificate, 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 (TWO POSTS)**
(1) BLOOD ALCOHOL SECTION - (REF NO: NDOH 73/2017)
(1) FOOD SECTION HEAD – (REF NO: NDOH 74/2017)
- SALARY** : **Grade I:** R459 558 – R510 042 per annum as per OSD
- CENTRE** : Chief Directorate: Trauma, Violence, Emergency Medical Services and Forensic Pathology Services. Directorate: Forensic Pathology Services, Forensic Chemistry Laboratory. Cape Town.
- REQUIREMENTS** : A three-year BSc/National Diploma in Chemistry or

Analytical Chemistry. Honours or Higher Diploma in Chemistry will be an advantage. At least three (3) years' experience on a Chief Forensic Analyst or equivalent level in rudimentary general management in an analytical chemistry laboratory. Knowledge of the types and uses of analytical equipment such as a gas chromatograph, high performance liquid chromatograph, mass spectrometer, ion chromatograph, spectrophotometer and inductively coupled plasma atomic emission spectroscopy. Sound and in-depth knowledge of analyses foodstuffs and cosmetics as well as a sound and in- depth knowledge of blood alcohol analyses. Knowledge of the Foodstuffs, Cosmetics and Disinfectants Act, Act 54 of 1972. The National Road Traffic Act, Act 93 of 1996, Criminal Procedure Act, Act 51 of 1977, Inquest Act, Act 58 of 1959 and Occupational Health and Safety Act, Act 85 of 1993. 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) and knowledge about LIMS. Ability to remain unbiased in the examination of court evidence, work under pressure, meet the required safety measures and handle confidential information. A valid driver's licence.

Please note that candidates will undergo a practical test on the date of the interview.

DUTIES : Oversee the verification and preparation of samples for analysis in the chemistry laboratory. Record sample information. Implement preventive and routine maintenance and service plans. Validate the analysis method 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. Monitor quality control measures in the section. Take part in internal audits. Supervise the administration of human resources and physical assets. Manage the performance of allocated responsibilities, training of employees and allocation of work. Assess staff. Management of risk (scientific responsibility, integrity and research), work according to a management review schedule.

ENQUIRIES : Ms A Grove (012) 395 - 9361.

CLOSING DATE : 3 January 2018

CLOSING TIME : 12:00 Midday