

## 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 X399, Pretoria. 0001. Hand delivered application may be submitted at Reception (Brown Application Box), Dr AB Xuma Building, 1112 Voortrekker Rd, Pretoria Townlands 351-JR or should be forwarded to recruitment@health.gov.za quoting the reference number on the subject e-mail

**FOR ATTENTION:** Ms T Moepi

**NOTE:** All short-listed candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment batteries. Applications should be submitted on the new Z83 form obtainable from any Public Service department and should be accompanied by a CV (previous experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualification and other relevant documents on application. Certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Applications should be on one PDF format. 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 posts. 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** : **CHIEF DIRECTOR: LEGAL SERVICES (REF NO: NDOH 81/2022)**

**Please note that this is a re-advert, applicants who previously applied need to re-apply.**

**SALARY** : An all-inclusive remuneration package of R1,269.951 per annum consists of 70% 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 Senior Management Service Guidelines

**CENTRE** : Chief Directorate: Legal Services and Parliamentary Affairs, Pretoria

**REQUIREMENTS** : An appropriate LLB Degree or recognized 4 year legal qualification (NQF 7). Admission as an Attorney or Advocate. Eight (8) years of experience at a senior management level and proven experience as a practicing lawyer in a High Court. Knowledge of all spheres of law including drafting, litigation, negotiating drafting, scrutiny of international agreements, opinion writing, subordinate legislation, management and budgeting. Strategic capacity and leadership; programme and project management; financial management; change management; knowledge management; Service Delivery Innovation (SDI); problem solving and analysis; people management and empowerment; client orientation and customer focus; Communication skills; Honesty and integrity. Valid driver's license. SMS pre-entry Certificate is required for appointment finalisation.

**DUTIES** : Oversee and manage the delivery of legal services (including litigations and medicolegal cases) to the Department. Oversee and manage Agreements as requested by units in the Department. Oversee, manage and direct development, evaluation and assessment of draft legislation. Oversee and manage the translation of legislation. Facilitate and manage stakeholder relations. Manage the finance of the Chief Directorate as delegated. Provide effective people management.

**ENQUIRIES** : Ms VM Rennie at Valerie.Rennie@health.gov.za

**CLOSING DATE** : 12 September 2022

**CLOSING TIME** : 12H00 MIDDAY

**MEDIA** : Newspaper, PSVC and NDOH Website