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 M Shitiba

NOTE: All short-listed candidates 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 for SMS posts, 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 only (previous experience must be comprehensively detailed). The Z83 must be fully completed (in line with DPSA Practice note), failure to comply 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 prior to the final selection phase. Applications should be on one PDF format (If emailed). 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). Please note by responding to the advertisement, you consent to the collection, processing, and storing of your Personal Information in accordance with the Protection of Personal Information Act (POPIA). Your information will be used solely for the purpose of this promotion and will not be shared with third parties without prior consent unless required by law. 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. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

POST : **DEPUTY DIRECTOR: BUSINESS PROCESS ANALYST (REF NO: NDOH 84/2026)**

SALARY : An all-inclusive remuneration package of R932 292 per annum [basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.

CENTRE : Chief Directorate: Digital Health Information Systems. Pretoria

REQUIREMENTS : A Grade 12 certificate and an appropriate Bachelor's Degree (NQF 7) in Information Systems/ Business Analytisis/ Business Process Management/ Informatics or Computer Science as recognised by SAQA. At least three (3) years' experience at Assistant Director or equivalent level in business Analysis, Business Process Management, business process improvement or system analysis. Proven Experience in requirements elicitation, analysis and

documentation; business process modelling and re-engineering; functional requirements; user stories; acceptance criteria; business use cases and process flows. Knowledge and application of recognised Business Analysis frameworks and practices such as BABOK. Relevant Business Analysis certification will be advantageous. Knowledge of business process improvement methodologies and an understanding of Agile delivery, systems development and Enterprise Architecture principles. Experience with SQL and BI reporting will be advantageous. Basic understanding of the health sector, with knowledge of the South African Digital Health and NHI environment being advantageous. Good communication (verbal and written). Proven stakeholder engagement, facilitation, analytical, problem-solving, communication and people management skills. Basic understanding of the health sector, with knowledge of the South African Digital Health and NHI environment being advantageous. Knowledge of applicable public-sector legislation and governance requirements. A valid driver's license.

DUTIES : Lead the development, analysis, optimisation and standardisation of business processes to support digital health transformation. Develop and implement the Business Process Management (BPM) strategy, framework, methodologies and standards for Digital Health systems. Ensure digital health solutions are aligned with business needs and support effective service delivery. Oversee the development and quality assurance of Business Requirements Specifications, Functional Requirements Specifications, user stories and acceptance criteria. Provide governance and stakeholder leadership to ensure compliance with departmental and digital health standards. Establish and monitor compliance with Business Analysis standards, Digital Health governance frameworks, Enterprise Architecture and departmental policies. Manage the business process analysis function and drive continuous improvement. Develop operational plans, monitor performance indicators and report on programme performance and progress to the Director. Provide leadership in the identification, management and monitoring of risks and audit matters. Develop, implement and monitor the Directorate's risk management plan and risk register.

ENQUIRIES : Mr S Jali at tel no: 012 395 8068

CLOSING DATE : 9 November 2026