

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. Applications should be forwarded to recruitment@health.gov.za quoting the reference number
- ATTENTION** : Ms TP 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 battery. 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). Copies of qualification certificates (**need not be certified**) should be attached (including Senior Certificate/Grade 12 certificate regardless of the qualification requirement indicated in the advert) including ID and driver's license. Only emailed 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 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 1/ 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 251,183 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** : A four- year Legal Qualification. An Admission as an Advocate or Attorney would be an advantage. At least five (5) years' experience at senior management level (strategic management level) within a legal environment. Experience in providing legal advice, drafting of legal opinions and negotiating, scrutinizing, drafting and editing legal documents and/or contracts. SMS pre-entry Certificate is required for appointment finalisation. Advance knowledge of South African Constitutional Law, Administrative Law, Law of Contract, Interpretation of Statues, Planning and Development Law, Civil Litigation and Mediation, Public Service Act and Regulations, Public Finance Management Act, National Treasury Regulations, Promotion of Access to Information Act, Promotion of Administrative Justice Act, Intergovernmental relations framework as well as procurement prescripts. Excellent communication skills (written and verbal). Interpersonal and computer skills (MS Office package). A creative and an innovative thinker. Willingness to travel frequently and work long and irregular hours. Ability to function under pressure. Valid driver's licence

DUTIES: : Draft and supervise the drafting of all legislations administered by the department. Provision of legal support (including the management and coordination of litigation as well as ensuring compliance with the requirements of chapter 9 institution) to the department and ministry. Continued review of the legislation administered by the department. Effective and efficient management of financial, physical, and human resources. Management of risk and audit queries

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

CLOSING DATE : 7 February 2022

CLOSING TIME : 12H00 Midday

MEDIA : Newspaper, PSVC and NDOH Website