

**AUGUST 2025****GUIDELINES TO APPLICANTS**

1. If you meet the requirements, kindly email a detailed CV to the relevant Practitioner/Administrator (Human Resources), quoting the reference number and the job title. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA).
2. Proof of current registration with a Professional body (e.g., HPCSA, SANC, etc.) and other supporting documents should accompany all applications e.g., qualification's identity document, driver's license etc.
3. Response Email addresses of the relevant HR representative and is supplied at the end of each regional advert. The onus is on the applicant to ensure that their application has been received. Incomplete applications and applications received after the closing date will not be considered.
4. Candidates' credentials will be subjected to criminal record checks, citizen verification, financial record checks, qualification/Study verification, previous employment verification, and social media accounts behavior/comments verifications.
5. Candidates may be required to undergo competency/psychometric assessments, presentations, typing tests, or any other related assessments.
6. All health professional roles may be subjected to further assessment in line with the applicable proficiency matrix to determine the correct level.
7. At its discretion, The NHLS reserves the right to remove the advertisement and or not to appoint.
8. Correspondence will be limited to shortlisted candidates only.
9. These positions are open to all employees of the NHLS Including the employees who are on contract in similar or different positions.
10. Internal employees are required to complete a period of twelve months in their current role before they can be eligible to apply for transfer.
11. The NHLS is an equal opportunity, affirmative action employer. The filling of posts will be guided by the NHLS employment Equity Targets.
12. Successful applicants will be remunerated on the entry level of the published pay scale associated with the advertised position grade and in line with the recruitment and selection policy, salary offer clause. This means that the remuneration of an applicant who is successful for a position that is lower than his/her current job grade will be adjusted downward with effect from the date of appointment.
13. **This is an open bulletin; External applicants are welcome to apply for this bulletin.**

***NB: The NHLS/ NICD is an equal opportunity employer thus the filling of posts will be guided by the NHLS/NICD Employment Equity Targets. Suitably qualified candidates from all designated groups are encouraged to apply. CLOSING DATE 8 SEPTEMBER 2025***

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BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR EMERGING ZONOTIC AND PARASITIC DISEASES  
LOCATION: SANDRINGHAM  
POSITION: ANIMAL CARETAKER(SENIOR) - **READVERTISEMENT**  
PAY GRADE: B4  
REFERENCE NUMBER: NICD0725/001-04

**Insectary -To assist with general laboratory support and the culturing of insects for research purposes.**

#### Key Job Responsibilities

■ Feed insect colonies and apply hygiene measures in accordance with standard operating procedures to ensure ongoing colony maintenance and the prevention of mosquito escape ■ Check room temperature to ensure required climate control according to standard operating procedures ■ Identify problems that affect insect colony maintenance ■ Maintain insect colonies according to standard operating procedures ■ Identify and repair faulty insectary equipment (e.g. nets, buckets, etc) ■ Pack pipette tips, clean and rinse laboratory glassware to be autoclaved according to the SOP ■ Ensure general tidiness in the insectary ■ Prepared bovine blood aliquots and feed adult mosquitoes using membrane feeders twice per week ■ Prepare larval food according to SOP and ensure there is an adequate supply of larval food ■ Prepare fresh sugar tubes for adult mosquito cages twice a week ■ Change bleach in disinfectant tanks every two weeks to prevent infection and contamination between insect colonies ■ Replenish supplies of distilled water to ensure adequate supplies are available ■ Assist with the general maintenance and cleanliness of laboratories ■ Prepare bioassay tubes needed for research and monitoring purposes ■ Decontaminate and store bioassay tubes when not in use ■ Assist with the disposal of biohazard waste.

#### Minimum requirements & key competencies

■ Grade 12 with biology/ Life Sciences ■ First Certificate in animal production or animal husbandry ■ 2 to 3 years' experience in an insectary ■ Experience with handling animals ■ Insectary work experience ■ Basic knowledge of insects and mosquito colony maintenance (desirable) ■ Basic knowledge of insect sterilizing techniques (desirable) ■ Understanding the principle of working within a barrier environment and knowledge of OHASA ■ Knowledge of laboratory safety requirements ■ Communication skills ■ Interpersonal skills ■ Attention to detail ■ Basic computer literacy ■ Observation skills for injury/illness.

Enquiries may be directed to Lethabo Matlala @ 011 386 6090, email application to [Recruiter6@nicd.ac.za](mailto:Recruiter6@nicd.ac.za)

## GRANTS MANAGEMENT AND ADMINISTRATION

BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR EMERGING, ZOO NOTIC AND PARASITIC DISEASES  
LOCATION: SANDRINGHAM  
POSITION: ASSISTANT-RESEARCH X2 (FIXED TERM CONTRACT ENDING  
OCTOBER 2026)  
PAY GRADE: B2  
REFERENCE NUMBER: NICDCDC0825/001-01

### Key Job Responsibilities

■ Assist the collection, processing and the morphological identification of mosquito specimens (with a focus on *Aedes* species) to meet the project needs ■ Collect/assist with the collection of other entomological indicators meeting the surveillance or research needs of the project and department. ■ Facilitate the receiving and courier of specimens from study sites. ■ Assist in the planning of field trips for mosquito collections at different sites in South Africa ■ Assist with maintain stock and inventories for laboratory and field study consumables ■ Complete laboratory quality assurance related documentation such as equipment verification forms, equipment log sheets and data collection forms ■ Effective team-working with other staff ■ Attendance at any necessary programme related meetings to review performance with the study team ■ Assist in maintaining research records after for all aspects related to the field collection, processing and identification of mosquitoes in accordance with the study protocol ■ Actively participate in and contribute to research activities, e.g. special research studies nested within the entomological surveillance programme ■ Perform task assigned by the line manager, related to entomological surveillance, laboratory analysis and research programme.

### Minimum requirements & key competencies

■ Grade 12 ■ 6-month experience in supporting research projects ■ Hold a valid driver's license ■ Contribution to published scientific research and reports recommended ■ Basic knowledge of field collection of mosquitoes required ■ Good communications skills ■ Good interpersonal skills ■ Attentive to detail ■ Basic numeric skills recommended ■ Experience in use of MS excel or other database software recommended ■ Willing to travel often in support of field research.

Enquiries may be directed to Kgaogelo Mkwazani @ 011 386 6090, email application to [Recruiter3@nicd.ac.za](mailto:Recruiter3@nicd.ac.za)

BUSINESS UNIT: NICD  
DISCIPLINE: DIVISION OF PUBLIC HEALTH SURVEILLANCE AND RESPONSE  
LOCATION: WESTERN CAPE  
POSITION: SURVEILLANCE OFFICER (FIXED TERM CONTRACT ENDING – AUGUST 2026)  
PAY GRADE: C2  
REFERENCE NUMBER: NICDCDC0825/001-02

**To collect quality clinical data and samples from patients at designated sites for the relevant surveillance projects as per protocol. The surveillance officer will be involved in clinic, community and hospital-based surveillance and research for programmes/ projects that link with and fall under the GERMS-SA surveillance and syndromic surveillance programme. This includes syndromic pneumonia, diarrhoeal and laboratory-based surveillance at certain sites.**

#### Key Job Responsibilities

■ Rapidly identify surveillance cases by close liaison with clinicians and laboratory personnel, daily review of all new admissions, and by using other methods that are in place for that site ■ Obtain informed consent and interview patients, clinicians and relatives to fulfill ethical requirements and ensure reliability of data ■ Complete case report forms by interview and/or record review and submit timeously ■ Conduct pre- and post-test counseling for HIV testing, as specified in the relevant surveillance or research protocol ■ Take/ collect relevant specimens (nasopharyngeal, oropharyngeal, nasal and stool swabs, and venepuncture) from patients for laboratory testing as per protocol ■ Monitor the progress and outcome of patients in and out of the hospital to ensure accurate data collection and recording ■ Produce weekly stats reports ■ File surveillance and research records on-site after data collection, according to the relevant protocol ■ Actively participate in and contribute to surveillance-related activities ■ Must be willing to travel between the various sites and may be required to do patient home visits ■ Assist to obtain permission and ethics approval for surveillance and research activities in the region ■ Perform tasks assigned by the line manager, related to NICD surveillance and research and assisting with hospital screening and specimen-taking

#### Minimum requirements & key competencies

■ 3 years Nursing qualification ■ Registered with SANC as a Professional/Registered nurse ■ 4 years clinical experience post qualification ■ 2 years research/surveillance experience ■ Knowledge of infection prevention and control procedures ■ HIV counselling and testing certificate will be advantageous ■ Good Communication skills both written and verbal (advantageous if proficient in English and languages used at the advertised site) ■ Computer Literacy: Microsoft office skills (Word, Excel and Power Point) ■ Valid driver's license (manual) ■ Enthusiastic and keen to learn ■ Own car would be preferable ■ Good clinical practice certificate (GCP) preferable ■ Ability to produce reports. Ability to maintain confidentiality, diplomacy and professionalism at all times. ■ Ability to work under pressure and adhere to deadlines ■ Strong managerial and organizational abilities with attention to detail ■ Self-motivated, able to work independently and as part of a multidisciplinary team

Enquiries may be directed to Palesa Nong @ 011 386 6425, email application to [Recruiter2@nicd.ac.za](mailto:Recruiter2@nicd.ac.za)

BUSINESS UNIT: NICD  
DISCIPLINE: CENTRE FOR HEALTHCARE ASSOCIATED INFECTIONS, ANTIMICROBIAL  
RESISTANCE AND MYCOSES (CHARM)  
LOCATION: SANDRINGHAM  
POSITION: MEDICAL SCIENTIST (FIXED TERM CONTRACT – CONTRACT END 31  
DECEMBER 2025)  
PAY GRADE: MSE  
REFERENCE NUMBER: NICDCCD0825/001-03

**To conduct research relevant to the pathology discipline, as well as to teach and train students to conduct Diagnostic test development and assist in troubleshooting related to diagnostic testing.**

#### Key Job Responsibilities

■ Conducts research under supervision of a senior medical scientist/pathologist ■ On the bench training for the intern scientists, technologists and technicians ■ Co-supervise small research projects ■ Conducts tests and procedures independently ■ Contributes to laboratory administration (e.g. Records, procurement, stock control and equipment maintenance) ■ Record administration in accordance with the current policies/procedures and SOP ■ Ensuring that maintenance logs are accurate, up to date and accessible for retrieval ■ Ensuring that maintenance logs are accurate, up to date and accessible for retrieval ■ Ensure that error logs/corrective action reports are completed according to set requirements ■ Perform equipment maintenance ■ Perform equipment maintenance ■ Participate in quality management.

#### Minimum requirements and key competencies

■ BSc Honours /MSC in Medical Science in relevant field ■ Registered with HPCSA (**Microbiology**) ■ HPCSA registration post qualification ■ At least 1 scientific research abstracts ■ Knowledge of writing grant proposals and publications ■ Preparation of lectures ■ Exam compilation ■ Quality control laboratory practices ■ Knowledge of good laboratory practices ■ knowledge of method validation and research methodologies ■ Active participation in maintaining SANAS accreditation ■ Presentation at local conferences/research forums ■ Communication Skills (verbal and written) ■ Scientific writing skills ■ Interpersonal skills ■ Specific laboratory techniques ■ Troubleshooting skills ■ Attention to detail ■ Data analysis and interpretation skills ■ Computer literacy skills ■ Attention to detail.

Enquiries may be directed to Palesa Nong @ 011 386 6425, e-mail application to [Recruiter2@nicd.ac.za](mailto:Recruiter2@nicd.ac.za)