



The South African Health Products Regulatory Authority (SAHPRA), is the National Medicines Regulatory Authority established in terms of the *Medicines and Related Substances Act, 1965, (Act No. 101 of 1965) as amended*, to provide for the monitoring, evaluation, regulation, investigation, inspection, registration and control of medicines, scheduled substances, clinical trials and medical devices, and related matters in the public interest.

Applications: Applications must be submitted to: The South African Health Products Regulatory Authority, 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 M Shitiba. Applications may also be submitted by email to SahpraRecruitment@health.gov.za including the required certified documentation as indicated below.

Enquiries: Ms S Molepo, (telephone: 012 395 8014 / email: Setlola.Molepo@health.gov.za)

Closing date: 31 August 2018 at 16h00

Note: Applications should be submitted on form Z83 obtainable online and from any Public Service Department and should be accompanied by a CV (previous experience must be comprehensively detailed), recently originally certified copies of qualification certificates (including Senior Certificate/ Grade 12 Certificate regardless of the qualification requirements indicated in the advert), including ID document. No faxed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). The SAHPRA 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 SAHPRA will not be liable where applicants use incorrect/no reference number(s) on their applications. **Please note that this position has been re-advertised with revised requirements. Persons who may have previously applied are invited to reapply.**

POST: CHIEF EXECUTIVE OFFICER
REF NO: SAHPRA (REF.: 007/2018)
(5-Year Contract)

Salary: A cost-to-company remuneration package benchmarked with Schedule 3A Public Entities and commensurate with the skills of the appointee will be negotiated with the successful candidate. The successful candidate will be required to sign a performance agreement. Competency assessments designed to be appropriate for this position will be part of the selection process.

Centre: Pretoria

Requirements: A medical, health science, or scientific degree with at least one relevant postgraduate qualification in these fields. An MBA or similar management qualification will be an added advantage. Minimum of 10 years' appropriate experience in the health sector of which at least five (5) years must be at an executive level leading a medium to large organisation. Extensive experience in leading and supporting an executive team in delivering innovation and improvement in a fast growing environment.

Competencies/Skills: Experience in or knowledge of health products regulation will be an advantage. A good understanding of the pharmaceutical and medical device industry will be an added recommendation. Excellent awareness of South Africa's health policy. In-depth understanding and knowledge of all relevant legislation, including the Public Finance Management Act (PFMA). Experience in strategic planning and market analysis. Organisational management skills including people management and empowerment. Financial management skills. Ability to provide operational and strategic direction and leadership. Experience in conducting organisational effectiveness and efficiency reviews. Ability to manage multiple programmes and projects. Excellent interpersonal & communication skills (written & verbal). Critical thinking and the ability to exercise good judgment and solve problems quickly and effectively. Advanced computer skills. **Personal Attributes:** The incumbent must be assertive, self-driven, innovative, creative, customer focused, solution orientated, able to work under pressure and have the ability to maintain high levels of confidentiality.

Duties: Strategic leadership: Provide appropriate strategic guidance to ensure that the Medicines and Related Substances Act is effectively implemented, and that all reasonable actions are taken to effect compliance with this Act and all other legislative prescripts. Oversee the implementation of the SAHPRA strategic framework in a manner that meets the requirements of all key stakeholders. Provide strategic direction and oversee implementation of various functions related to the regulation of medicines and medical devices. Ensure that the Authority's core functions are implemented in line with applicable protocols and policies as set out by relevant legislation and regulations. Provide regular reports to the board of SAHPRA on the functioning and performance of the Authority. **Financial management:** Ensure that the Authority complies with prevailing legislative requirements regarding the management and utilization of funds and other resources and that all activities of a financial nature are conducted with probity and in line with the PFMA. **Executive Management:** Lead the general

management of the Authority and carry out all functions assigned to the Authority by the Board and the enabling legislation. Lead the executive management team of SAHPRA responsible for strategic planning and management of the organisation. Oversee the application of sound corporate governance and risk management processes to protect the interests of the Authority and the public and to ensure compliance with all statutory requirements. Liaise with the Ministry and Department of Health; other government Departments and Entities (e.g. Agriculture, Forestry and Fisheries, Trade and Industry, Science and Technology, Environmental Affairs, etc.); SADC and other countries, industry bodies as well as relevant international regulatory authorities and bodies that are necessary to achieve the objectives of the Authority. Mentor and manage managers, to ensure they have the skills required by the organisation and are able to achieve their performance objectives.



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POST: DIRECTOR: PUBLIC RELATIONS AND CORPORATE COMMUNICATIONS
REF NO: SAHPRA (REF.: 008/2018)

Salary: An all-inclusive salary package of R948 174 to R1 116 918 per annum (Level 13), structured as follows: Basic salary (70% of total package), the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion. The remaining flexible portion may be structured in terms of the applicable remuneration rules. The successful candidate will be required to sign a performance agreement. Competency assessments designed to be appropriate for this position will be part of the selection process.

Centre: Pretoria

Requirements: An appropriate tertiary qualification (NQF Level 7) in public relations/marketing/communications. At least six (6) years of functional experience as a communications and public relations professional of which three (3) years must be in a senior communications leadership role.

Competencies/Skills: Experience in corporate and media communications, marketing and stakeholder relations. Expertise in communications practices to bring best-in-class approaches to SAHPRA. Understanding of SAHPRA's regulatory strategy, business processes, ethos and stakeholders (national and international) would be an advantage. Experience presenting to and interacting with media, executive management, board members, and a variety of internal and external audiences. Expert writing and editing skills with the ability to write in a variety of styles and media, including business-to-business communications, speechwriting and other corporate communications. Working knowledge of technology-based communications. Strong interpersonal skills, assertiveness and attention to detail. Critical thinking skills and the ability to exercise good judgment and solve problems quickly and effectively. Adaptability and flexibility to changing priorities. Knowledge of the Public Finance Management Act and related regulations. People management, budgeting, problem solving, time management, strategic planning, leadership, organising, coordination and diversity management skills.

Duties: Lead SAHPRA's communication team and provide oversight, direction, content and corporate best practices. Develop and implement a communications and stakeholder relations strategy and policy (including media and parliamentary liaison, public and stakeholder relations, and internal communication). Develop and maintain systems and processes necessary for effective media interaction and communication between SAHPRA and key stakeholders (including patients and the public, health care professionals, local industry, academia and international partners). Plan, develop, execute and measure effective communications programmes including media relations, employee communications, online communications, recruitment campaigns, and event planning. Create results-driven communications initiatives that are measurable and help drive SAHPRA's business objectives. Educate and train SAHPRA employees on public relations to maintain a good public and service identity. Oversee compilation and editing of all newsletters, brochures, media statements and reports as well as presentations to external stakeholders including Parliament, funders, industry, other government departments and institutions. Oversee development and updating of corporate branding, including the SAHPRA website. Establish and maintain effective procedures for handling external stakeholder complaints. Train and manage employees to ensure they have the skills required by the organisation and are able to achieve their performance objectives. Work closely with the executive to develop and strengthen employee engagement activities.