



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.

**RADIATION SCIENTIST GR 1 X3 (RADIONUCLIDES)
(FIXED TERM CONTRACT POSITIONS: 24 MONTHS)**

**Salary: As per DPSA OSD Framework
Ref No.: SAHPRA 051/2022**

CENTRE: Cape Town (2) and Pretoria (1)

REQUIREMENTS: * B. Rad (Nuclear Medicine or Radiography). * Professional registration with the HPCSA (current registration to be submitted with application).

Experience: * Minimum relevant experience of 1 year working as a radiation scientist or radiographer (Nuclear Medicine or Radiography). * Working experience in administration, data management and supervisory skills will be an added advantage.

COMPETENCIES/SKILLS: * Strong administrative and organizational skills. * Willingness to work extended hours as and when required. * Ability to read, write and communicate fluently in English. * Decision-making ability. * Critical thinking and problem-solving skills. * Planning and coordination skills. * Attention to detail. * Ability to manage conflict. * Ability to work under pressure. * Deadline driven. * Innovative thinking. * Supervisory skills. * Team player and can work independently. * Interpersonal skills. * A valid driver's licence.

DUTIES: • **Review and screening of applications:** * Review and verify license applications for completeness, correctness, and compliance. • **Reconciliations:** * Reconcile receipts and follow up on incomplete transactions. * Process monthly reports & annual returns. • **Follow-up on defaulters:** * Follow up on defaulters and dispatch renewal notifications. * Follow up on defaulters of annual returns through inspections. • **Database updates and pre-processing:** * Processing source exchanges. * Processing import and export authorities. * Process and update information related to inspections. • **Radiation over-exposures:** * Process radiation over-exposure notifications and escalate to Radiation Scientists as needed. • **Radioactive Sources Register:** * Compile and update a register for all radioactive sources on the oracle database.

INSTRUCTIONS TO APPLICANTS: All applications must:

- Be submitted with a covering letter clearly reflecting the **name of the position and post reference number**, be signed, accompanied by a comprehensive CV, the names and email addresses of 3 referees and recently certified copies of ID, required qualification/s (matric included) and driver's licence where applicable.

- Applications without the aforementioned documents/information 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).
- A separate application must be completed for each post. SAHPRA will not be liable where applicants use incorrect or no reference number on their applications.
- Applications must be submitted by email to recruitment@sahpra.org.za, including the required certified documentation as indicated. **DO NOT MAKE ENQUIRIES TO THIS ADDRESS.**
- No late applications will be accepted. CVs will not be returned. Applications, which are received after the closing date, will not be considered.
- Further communication will be limited to shortlisted candidates. If you have not received a response from SAHPRA within 3 months of the closing date, please consider your application as unsuccessful.
- It will be expected of candidates to be available for selection interviews on a date, time and place as determined by SAHPRA.

Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, qualification verification, criminal records, credit records, citizenship status and previous employment.

SAHPRA is guided by the principles of Employment Equity. Candidates with disabilities are encouraged to apply and an indication in this regard will be appreciated. SAHPRA reserves the right to fill or not to fill the vacant post/s.

Enquiries: Ms S. Molepo, Email: setlola.molepo@sahpra.org.za (**DO NOT SEND APPLICATIONS TO THIS EMAIL ADDRESS**).

CLOSING DATE: 26 August 2022 at 16H00.