



UNIVERSITY OF THE  
WITWATERSRAND,  
JOHANNESBURG



**SCHOOL OF PUBLIC HEALTH  
FACULTY OF HEALTH SCIENCES, UNIVERSITY OF THE WITWATERSRAND**

The Wits School of Public Health (WSPH) is one of the largest Schools of Public Health in South Africa, with an international reputation for its teaching programmes, conducting high quality and relevant research, community outreach and policy engagement activities.

**POST-GRADUATE ACADEMIC COORDINATOR: OCCUPATIONAL HEALTH (AC.08)  
PART TIME 50% POST ON A TWO YEAR CONTRACT (RENEWABLE)**

The WSPH wishes to recruit a doctor with experience in occupational health to be a part-time Academic Coordinator in Occupational Health. The successful candidate will coordinate the Post Graduate Diploma in Occupational Health (PG DOH). The PG DOH is a well-established and well-regarded two-year part-time programme for doctors.

There are excellent opportunities for academic advancement and collaborative research within the supportive environment of the WSPH.

**Qualifications**

A medical degree (MBBCH or equivalent) and a postgraduate diploma in occupational health or medicine or similar qualification.

**Requirements**

- At least five years' experience in working in occupational health services
- A basic understanding of occupational health legislation
- Teaching experience would be an advantage
- Ability to work independently and collegially as part of a dynamic multi-disciplinary team, which includes occupational hygienists, epidemiologists, biostatisticians and public health medicine specialists.

**Responsibilities**

The post is for facilitation of the PG DOH programme. The PG DOH comprises four week-long courses each year, plus an examination over one or two days each year. Facilitation involves working with administrative and academic staff in the Occupational Health Division in the School of Public Health to ensure efficient and professional delivery of a high standard PG DOH. Additionally, the curriculum needs to be planned for each course (with

input from other academic staff and based on current content), appropriate lecturers need to be identified, and a course programme needs to be written for distribution to students (previous curricula and past lecturers are available for reference). Attendance during most of the PG DOH is required to ensure smooth running of the courses and interaction by students with the course content. Assignments need to be examined after each course, and examinations are set and examined at the end of each year. Every two years, students are selected from among applicants for the PG DOH.

The academic coordinator is supported by other disciplines within the WSPH and the Faculty of Health Sciences, and the occupational medicine community.

For more information, please contact Dr Spo Kgalamono at 011 712 6415 or [spok@nioh.ac.za](mailto:spok@nioh.ac.za)

**Closing date: 8 October 2021**

**To apply:**

**Documents to be submitted with your application:**

Please submit the following documents on <http://www.wits.ac.za/vacancies/> or for internal applicants <https://irec.wits.ac.za>:

- a covering letter outlining your interest and suitability for this particular position
- a detailed CV, including contact details
- names, telephone numbers and email addresses of 3 referees
- certified copies of degrees/diplomas
- SA ID (or passport and permit)

The University is committed to employment equity. Preference will be given to appointable applicants from the designated South African groups in terms of the relevant employment equity plans and policies of the University. The University retains the right not to make an appointment, to re-advertise and to verify all information provided by candidates. Please note that correspondence will only be entered into with shortlisted candidates.