



EXTERNAL ADVERTISEMENT MANAGER PROFESSIONAL AFFAIRS

SALARY GRADE: D2 (R731 157)

66.6% (R482 564) pensionable base, **34% (R248 593)** to be structured as per individual needs viz medical aid, 13th cheque, housing, travel allowance etc.

REQUIREMENTS:

A BPharm degree or equivalent qualification and registration as a pharmacist with the South African Pharmacy Council. A senior degree would serve as a strong recommendation. Minimum of 5 years' experience in management in a regulatory environment.

COMPETENCIES:

Sound knowledge of pharmaceutical legislation, health legislation and ethical rules, a thorough knowledge of the legal requirements relating to pharmacy practice and accreditation, effectively communicate and liaise between different organisations at Council/Stakeholder level, sound knowledge and understanding of administrative processes of a small to medium sized organisation and ability to manage such.

RESPONSIBILITIES:

- Manage all activities related to the accreditation and monitoring of providers and courses including pharmacy inspections;
- Responsible for the management of pre-registration year of pharmacist interns, specialists' pharmacists and persons with foreign qualification;
- Responsible for the management of registrations of persons, providers and recording of, pharmacy licenses;
- Develop and review professional standards, accreditation criteria and tools, monitoring tools and guidelines;
- Responsible for the amendments and maintenance of the registers of persons and organizations as well as the verification and printing thereof;
- Consult and communicate with the profession and other stakeholders regarding all pharmacy practice, education and registrations matters in a friendly and professional manner;
- Drafting of agendas, minutes and facilitate the activities of the committees/ task groups relating to the Department;
- Supervise all activities of all personnel reporting to the incumbent;
- Reports to the Senior Manager: Professional Affairs on all matters regarding his/her KPA.

*In line with the Council's commitment to diversifying its workforce, suitable candidates from the designated groups (Indian and Coloured communities) and **people living with disabilities are encouraged to apply.***

All applications for the position, should be forwarded, together with detailed Curriculum Vitae and certified copies of qualifications to: **HR Department, for attention: Mr. John Mashishi, Telephone No. 012-319 8508,**

E-mail: John.Mashishi@sapc.za.org

South African Pharmacy Council, 591 Belvedere Street, Arcadia, Pretoria.

Faxed application will not be acceptable.

The closing date is 13 July 2017

If you have not heard from us within 30 days of the closing date, consider your application as being unsuccessful.