

DEPARTMENT OF SOCIAL DEVELOPMENT

It is our intention to promote representivity (race, gender and disability) in the Public Service through the filling of this post and candidates whose transfer / promotion/ appointment will promote representivity will receive preference.

- APPLICATIONS** : The Director General, Department of Social Development, Private Bag X901, Pretoria, 0001, Physical Address: HSRC Building, 134 Pretorius Street
- FOR ATTENTION** : Ms E Steenkamp
- CLOSING DATE** : 14 July 2017
- NOTE** : Curriculum vitae with a detailed description of duties, the names of two referees, certified copies of qualifications and identity document must accompany your signed application for employment (Z83). In the event of hand delivery of applications, applicants must sign an application register book as proof of submission. Shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The successful candidate for a SMS post will sign an annual performance agreement, complete a financial disclosure form and also be required to undergo a security clearance. If the candidate is applying for an OSD post, certificates of service must be attached to the CV. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Failure to submit the requested documents will result in your application not being considered. Personnel suitability checks will be conducted on short listed candidates and the appointment is subject to positive outcomes of the checks. Correspondence will be limited to shortlisted candidates only. The selection of candidates will be done with due regard to the relevant aspects of the selection process as set out in the Public Service Regulations, 2016 Part 4/67. Applications received after the closing date will not be taken into consideration. No faxed or e-mailed applications will be considered. If you have not been contacted within three months after the closing date of this advertisement, please accept that your application was unsuccessful. Candidates requiring additional information regarding the advertised posts may direct their enquiries to the person as indicated. Internal applicants must submit and register their employment applications at the register book in the DSD reception area for the attention of Ms E Steenkamp. It is our intention to promote representivity (race, gender and disability) in the Public Service through the filling of these posts and candidates whose transfer/ promotion/ appointment will promote representivity will receive preference.

MANAGEMENT ECHELON

- POST 26/24** : **CHIEF DIRECTOR: CHILDREN'S LEGISLATION, MONITORING AND REPORTING REF NO: K2/A/2017**
Branch: Families and Social Welfare Services
- SALARY** : R1 068 564 p.a. This inclusive remuneration package consists of a basic salary, the states' contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.t.o. the applicable rules.
- CENTRE** : HSRC Building, Pretoria
- REQUIREMENTS** : An appropriate Bachelors Degree in Social Sciences or equivalent qualification (NQF Level 7) as recognised by SAQA PLUS 5 years' experience at a senior management level in the Children sector. Registered with the South African Council for Social Service Professions as a Social Worker. Knowledge of Children's legislation on regional and international instruments. Knowledge of Children's Act and other legislation that have an impact on children's issues. Knowledge and understanding of Probation Act, Child Justice Act, Domestic Violence Act and prevention programmes. Competencies needed: Financial management skills. Strategic capability and leadership skills. Programme and project management skills.. Policy analysis and development skills. Information

and knowledge management skills. Communication skills. Service delivery innovation. Problem-solving and change management skills. People management and empowerment skills. Client orientation and customer focus skills. Stakeholder management skills. Presentation and facilitation skills. Interpersonal relation skills. Attributes: Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Diplomatic. Independent thinker. Cost consciousness. Honesty and integrity.

DUTIES : Facilitate the development, monitoring and review of national legislation and policies on children (Children’s Act.). Develop and monitor the implementation of the norms and standards as required by the Children’s Act. Monitor Child Rights implementation at all levels of government and across all sectors. Conduct capacity building on Child Rights and the Children’s Act. Coordinate and monitor the integration of services for Child Rights through the National Machinery. Coordinate and monitor the implementation of the Children’s Act through the Child Care and Protection Forum. Monitoring and support other national departments, national and provincial DSD regarding implementation of legislation and policies. Develop generic indicators to broadly monitor the children’s sector nationally and provincially. Develop an integrated data collection tool accommodating all focus areas. Manage and coordinate the implementation of services to strengthen families.

ENQUIRIES : Ms C Nxumalo, Tel: 012 3012 7386
NOTE : In terms of the Branch’s employment equity target, African, Coloured and Indian males and African females as well as persons with disabilities are encouraged to apply.

POST 26/25 : **DIRECTOR: POPULATION POLICY AND STRATEGY MONITORING AND EVALUATION REF NO: K2/B/2017**
 Chief Directorate: Population and Development

SALARY : R898 743 per annum This inclusive remuneration package consists of a basic salary, the states’ contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.t.o. the applicable rules.

CENTRE : HSRC Building, Pretoria
REQUIREMENTS : An undergraduate qualification in Population studies or related discipline (NQF level 7) as recognised by SAQA plus 5 years of experience at a middle/ senior management level within the population and development field. A post graduate qualification in population studies and Masters Degree will be an added advantage. Knowledge of relevant Public Service Regulatory Framework such as the PSR, PFMA and Acts. Knowledge of and experience in the social development sector. Knowledge of Population and Development Policy. Competencies needed: Financial management skills. Communication (written, verbal and liaison). People Management and empowerment. Client orientation and customer focus. Programme and project management. Policy Development. Analytical skills. Strategic Planning. Monitoring and evaluation. Research. Resource Management. Problem solving. Computer literate. Planning and organising skills. Coordination skills. Stakeholder management skills. Attributes: Innovative and creative. Good interpersonal relationship. Ability to work under pressure. Ability to work in a team and independently. Confidentiality. Adaptability. Diplomatic. Cost consciousness. Honesty and Integrity. Independent thinker.

DUTIES : Manage the development of the national population strategy and the coordination of structures related thereto. Manage the development of planning documents for the Chief Directorate and quarterly and annual progress reports. Manage, monitor and report on the country’s international population and development commitments. Monitor and evaluate the implementation of the population policy through provincial population units and in the social and economic sectors of government.

ENQUIRIES : Mr J van Zuydam, Tel: 012 312 7961
NOTE : In terms of the Chief Directorate’s employment equity target, African and Indian males and African females as well as persons with disabilities are encouraged to apply.

OTHER POST

- POST26/26** : **POPULATION STAKEHOLDER DATABASE COORDINATOR REF NO: 12/2017**
Directorate: Population, Advocacy, Information and Knowledge Management
- SALARY** : R 226 611 per annum
CENTRE : Pretoria, HSRC Building
REQUIREMENTS : Appropriate Degree or National Diploma in Population and Development studies or Social Sciences or equivalent qualification PLUS 1-2 years' experience in population and development environment. Knowledge of the relevant Public Service Legislation. Knowledge of database administration. Knowledge of Microsoft Office. Knowledge of Departmental policies. Competencies: Communication (verbal and written) skills. Presentation skills. Project coordination skills. Analytical skills. Client liaison skills. Report writing skills. Policy-analysis skills. Computer literacy. Problem-solving skills. Planning and organising skills. Qualitative and quantitative data analysis. Information and records management. Project management. Attributes: Good interpersonal relations. Accurate. Self-starter. Innovation and creativity. Ability to work independently and as part of a team. Ability to work under pressure. Adaptive. Disciplined. Honesty, integrity and trustworthy.
- DUTIES** : Design, develop, collect and capture stakeholder data on stakeholder database. Identify and update stakeholder changes. Avail stakeholder data in suitable formats for use by the department. Analyse, interpret and present stakeholder data for management decision making in support of the population strategy. Coordinate and consolidate stakeholder data with provincial population units. Support population and development campaigns where required.
- ENQUIRIES** : Ms M Golden, Tel: 012 312 7831
NOTE : In terms of the Chief Directorate's employment equity target, African, Coloured and White males, Indian females and persons with disability are encouraged to apply.