

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** : 08 September 2017
- NOTE** : Curriculum vitae with a detailed description of duties, the names of two referees and 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. Short listed 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 Chapter 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 post 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.

OTHER POST

- POST 34/38** : **DEPUTY DIRECTOR: AWARENESS, ADVOCACY AND OUTREACH Ref S2/2017**
Directorate: Prevention and Behavioural Change Programmes
- SALARY** : R657 558 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 appropriate Bachelor's Degree in Social Science or equivalent qualification PLUS three (3) years of experience at a junior management level in the field of HIV prevention programmes. Knowledge of gender related issues. Knowledge of HIV and AIDS and Socio-economic development. Knowledge of social and structural drivers of HIV and AIDS. Knowledge of Departmental policies, procedures and regulations. Knowledge of the relevant Public Service Regulatory Framework. Willingness to travel. Competencies: Planning and organising skills. Monitoring and evaluation skills. Presentation and facilitation skills. Research skills. Communication (written and verbal) skills. People management skills. Problem solving skills. Analytical skills. Policy and programme development skills. Computer literacy. Leadership and management skills. Financial management skills. Project management skills. Interpersonal and liaison skills. Strategic planning skills. Needs assessment and analysis skills. Attributes: Ability to work under pressure. Ability to work independently and as part of a team. Adaptability and flexibility. Disciplined. Friendly and trustworthy. Assertiveness. Innovative.

DUTIES

: Develop and implement advocacy, awareness and outreach programmes linked to social and behaviour change programmes in response to HIV&AIDS. Design implementation plans and guidelines for advocacy and awareness programmes. Research on advocacy and awareness interventions to improve services and make recommendations for action. Monitor and evaluate implementation of advocacy programmes and develop strategies to address implementation gaps. Develop and coordinate mechanisms to provide support, guidance and technical assistance to the programme.

ENQUIRIES

: Dr L Nziyane, Tel no: (012) 312-7100

NOTE

: In terms of the Chief Directorate's employment equity target, African, Indian and White males & Coloured and White females as well as persons with disabilities are encouraged to apply.