

## 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** : 10 November 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.

## MANAGEMENT ECHELON

- POST.43/45** : **DEPUTY DIRECTOR-GENERAL: SPECIALISED AND PROFESSIONAL SERVICES REF NO: K3/A/2017**  
Branch: Specialised and Professional Services
- SALARY** : R 1 370 973 00 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 REQUIREMENTS** : HSRC Building, Pretoria
- : An appropriate undergraduate qualification (NQF level 7) in Social Work and a Postgraduate qualification (NQF Level 8) as recognised by SAQA PLUS minimum of 8 to 10 years' experience at senior management level. Registration as a Social Worker with the SACSSP Knowledge of i) relevant Public Service legislation. ii) Prevention of Treatment of Substance Abuse Act. iii) National Drug Master Plan. iv) Domestic Violence Act. v) Probation Act. vi) Child Justice Act. vii) VEP policy. viii) Treasury Regulations. ix) Public Management and Administration principle. x) Public Finance Management Act. xi) White Paper on Transformation of the Public Service. xii) MACRO, MISO & MICRO policies such as DORA, MTSF, NDP, MTEF. Track record in preparation and management of strategic plans, business plans and budgeting. xii) Knowledge and understanding of HIV/AIDS National Strategy as contained in the National Strategic Plan for HIV/AIDS, STI and TB. xiii) Understanding and knowledge of social development and people with disabilities frameworks. xiv) Knowledge of financial prescripts of the Public

Service, costing methodologies and performance measurement and xv) Knowledge of Public Service Statutory Framework. Competencies needed: Strategic capability and leadership. Programme and project management. Financial management. Policy analysis and development. Information and knowledge management. Communication. Service delivery innovation. Problem-solving and change management. People Management and empowerment. Client orientation and customer focus. Stakeholder management. Presentation, facilitation and coordination. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Independent thinker. Ability to work in a team and independently. Cultural sensitivity. Adaptability. Confidentiality. Political sensitivity. Cost consciousness. Honesty and Integrity

**DUTIES**

: Participate in the JCPS Cluster and other relevant Government sectors. Manage and facilitate the implementation of anti-substance abuse programmes and provide secretariat support to the Central Drug Authority. Oversee the implementation of social crime prevention and victim protection and empowerment programmes. Oversee the implementation of professional social services. Oversee and provide leadership in developing, monitoring, facilitation and implementation of policies, legislation, norms and standards, strategies and programmes relating to social crime prevention, victim empowerment, anti-substance abuse, violence and crime. Provide advice and guidance to social development sector, cluster and participate in various fora in relation to social crime prevention, victim empowerment and anti-substance abuse. Provide strategic direction and leadership to the Branch. Oversee the implementation of programmes on HIV and AIDS.

**NOTE**

: In terms of the Departmental employment equity targets, African, Coloured and White males and females as well as persons with disabilities are encouraged to apply.

**ENQUIRIES**

: Mr D Chinappan, Tel: 012 (312-7504)