ANNEXURE M

DEPARTMENT OF SOCIAL DEVELOPMENT

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.

APPLICATIONS: The Director General, Department of Social Development, Private Bag X901, Pretoria, 0001, Physical Address: HSRC Building, 134 Pretorius Street
FOR ATTENTION: Ms A Schoombee
CLOSING DATE: 08 November 2019
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. All 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 will sign an annual performance agreement, complete a financial discloser form and will 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. DSD reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process.

MANAGEMENT ECHELON

POST 38/41: CHIEF DIRECTOR: SOCIAL INSURANCE REF NO: E2/A/2019
Branch: Comprehensive Social Security

SALARY: R1 251 183 per annum. This inclusive remuneration package consists of a basic salary, the states’ contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

CENTRE: Groenkloof, Harlequins Office Park


DUTIES: Develop and review policies and benefit provisions for retirement. Develop and review policies and benefit provisions for survivors (dependent) and disability. Develop and review policies and benefit provisions for victims of general
accidents. Develop policies that support regional and international social security cooperation.

ENQUIRIES : Ms B Sibeko, Tel No: (012) 741-6803

POST 38/42 : CHIEF DIRECTOR: SOCIAL MOBILISATION AND COMMUNITY EMPOWERMENT REF NO: E2/B/2019
Branch: Community Development

SALARY : R1 251 183 per annum. This inclusive remuneration package consists of a basic salary, the states’ contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

CENTRE REQUIREMENTS : Pretoria, HSRC Building


DUTIES : Manage and coordinate community development research and impact assessment. Manage and facilitate the development of social and community mobilisation programmes for social change. Manage and facilitate the development of community development services, practice, programme and policy implementation support. Promote good governance in public entities and statutory bodies. Manage the development of community and capacity enhancement as well as youth development programmes. Facilitate the development and implementation of policies, legislation, minimum norms and standards, practice guidelines in respect of social mobilisation.

ENQUIRIES : Mr P Netshipale Tel No: (012) 312-7662

POST 38/43 : CHIEF DIRECTOR: POVERTY ALLEVIATION, SUSTAINABLE LIVELIHOOD AND FOOD SECURITY REF NO: E2/C/2019
Branch: Community Development

SALARY : R1 251 183 per annum. This inclusive remuneration package consists of a basic salary, the states’ contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

CENTRE REQUIREMENTS : Pretoria, HSRC Building


**DUTIES**: Develop and review integrated community empowerment frameworks (guidelines, policies, strategies, programmes and approaches) to facilitate the implementation of poverty alleviation and sustainable livelihoods programmes. Design and facilitate the implementation of community-based poverty alleviation, sustainable livelihoods and economical empowerment interventions. Design, develop and coordinate food and nutrition security programmes. Design programmes to capacitate community members, households, cooperatives and existing and emerging small and medium enterprises to effectively participate in the local economy value chain. Facilitate and coordinate community development research, planning and impact assessment.

**ENQUIRIES**: Mr P Netshipale Tel No: (012) 312-7662

**POST 38/44**: CHIEF DIRECTOR: NPO REGISTRATION AND COMPLIANCE MONITORING REF NO: E2/D/2019

**SALARY**: R1 251 183 per annum. This inclusive remuneration package consists of a basic salary, the states’ contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

**CENTRE**: Pretoria, HSRC Building


**DUTIES**: Manage the implementation and review of regulatory, legislative, and operational framework to ensure effective delivery of NPO services. Manage the development and maintenance of an efficient NPO administrative and information management system for the registration and administration of the registered organisations. Manage the development and implementation of NPO compliance monitoring and reporting framework and coordinate related legal compliance processes. Manage the development and effective implementation of stakeholder management framework to ensure effective governance and stakeholder participation. Manage the design and the provision of NPOs service delivery improvement and institutional capacity building programmes. Manage the design of effective customer care response, feedback mechanism and communication systems to enhance client relations. Provide advice and guidance to the social development sector and participate in various fora in relation to NPO matters.

**ENQUIRIES**: Mr P Netshipale Tel No: (012) 312-7662

**POST 38/45**: DIRECTOR: YOUTH DEVELOPMENT REF NO: E2/E/2019

**SALARY**: R1 057 326 per annum. This inclusive remuneration package consists of a basic salary, the states’ contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

**CENTRE**: Pretoria, HSRC Building

**REQUIREMENTS**: An undergraduate qualification (NQF level 7) as recognised by SAQA in Social Science plus 5 years of experience at a middle/senior managerial level in the field of youth development. Knowledge of the relevant Public Service legislation. Knowledge of youth development. Competencies needed: Financial performance monitoring and evaluation skills. Strategic capability and leadership skills. Programme and project management skills. Financial

DUTIES: Manage the Directorate: Youth Development. Facilitate and manage the development and implementation of the social development specific youth development strategy. Facilitate and monitor the development and implementation of programmes aimed at protection and empowerment of youth. Promote and facilitate the development and implementation of norms and standards for services to youth. Ensure strengthening of partnership and coordination mechanisms with the sector and externally with government departments and non-governmental organizations to enhance effective delivery. Support and promote the development of capacity building programmes for all categories of social service professionals working in the field of youth development. Represent the department at all relevant public forums related to youth development. Participate in related processes to refine and develop new policies and legislation for youth.

ENQUIRIES: Mr P Netshipale Tel No: (012) 312-7662

POST 38/46: DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: E2/F/2019
Branch: Financial Management Services

SALARY: R1 057 326 per annum. This inclusive remuneration package consists of a basic salary, the states' contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

CENTRE: Pretoria, HSRC Building


DUTIES: Manage the procurement process within the Department including the compilation of bid documents. Implement and promote BEE and PPPFA policies. Manage the Department's LOGIS system. Manage the commitment register, the process of issuing orders, receiving of goods procured as well as payment of suppliers. Develop, maintain and implement Supply Chain Management (SCM) policy, asset management policy, cell phone policy, transport management policy, inventory policy, disposal strategy, SCM frameworks, demand management strategy and procurement delegations. Develop the implementation guidelines for all practice notes/instructions and circulars issued by the National Treasury. Coordinate and develop the Department's procurement plan and maintain a record of bids awarded. Manage contracts awarded and ensure delivery of goods and services accordingly. Manage the acquisition, movement and disposal of assets, the physical verification of assets and reconciliation of assets and update the asset register, including the maintenance of the assets. Provide advice and guidance and assistance on SCM matters. Oversee the stock management system of die Department. Manage the Departmental fleet.

ENQUIRIES: Ms S Mgwaba Tel No: (012) 312-7844

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POST 38/47: DIRECTOR: FINANCIAL AND COMPLIANCE AUDITS REF NO: E2/G/2019
Chief Directorate: Internal Audit

SALARY: R1 057 326 per annum. This inclusive remuneration package consists of a basic salary, the states' contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

CENTRE: Pretoria, HSR Building


DUTIES: Prepare a comprehensive programme of internal auditing within the Department of Social Development. Ensure that the results of operations or programmes are consistent with established objectives and goals and whether operations and programmes are executed as planned. Ensure administrative support to the Audit Committee. Advise on reliability and integrity of financial, operational and management information and the means used to identify, measure, classify and report on such information. Advise on the economic, efficient and effective utilization of Departmental resources. Review and advise on the adequacy and effectiveness of control systems in place to safeguard and control Departmental assets. Review and advice on the effectiveness of the mechanisms and systems of risk management. Co-ordinate internal and external audit efforts. Coordinate special investigations as directed by the Director-General.

ENQUIRIES: Mr A Mudau Tel No: (012) 312-7085/7304

POST 38/48: DIRECTOR: CHILDREN'S ACT REF NO: E2/H/2019
Branch: Families and Social Welfare Services

SALARY: R1 057 326 per annum. This inclusive remuneration package consists of a basic salary, the states’ contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

CENTRE: Pretoria, HSRC Building

**DUTIES**: Manage the development of policies, norms and standards. Manage and facilitate the drafting of regulations to the Children’s Act. Manage and facilitate training to social workers and other professionals to implement the Children’s Act. Manage and facilitate indicators as well as quality assurance mechanisms to implement the Children’s Act. Provide advice and guidance to issues pertaining to legislation monitoring and evaluation of norms and standards. Manage and facilitate the review of the Children’s Act including the development of policies to strengthen proposals to amend the Act. Monitor, coordinate and evaluate intersectoral and interdepartmental compliance and reporting on the implementation of international, regional and national obligations.

**ENQUIRIES**: Dr R September Tel No: (012) 312 7163

**POST 38/49**: DIRECTOR: VEP AND PREVENTION OF GENDER BASED VIOLENCE REF NO: E2/I/2019

Chief Directorate: Social Crime Prevention

**SALARY**: R1 057 326 per annum. This inclusive remuneration package consists of a basic salary, the states’ contribution to the Government Employees Pension Fund and flexible portion that may be structured i.t.o. the applicable rules.

**CENTRE**: Pretoria, HSRC Building


**DUTIES**: Manage, facilitate and monitor the development of policies, guidelines, norms and standards pertaining to victim empowerment and prevention of gender based violence. Design marketing strategies and plans to implement programmes pertaining to VEP and prevention of gender based violence. Identify policy implementation challenges and advise on possible interventions to address the gaps. Develop mentoring and coaching model for emerging organisations. Facilitate the dispensing of funds to national NGO’S implementing VEP and prevention of gender based violence programmes.

**ENQUIRIES**: Ms S Magangoe Tel No: (012) 312-7786