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

Please forward your application, quoting the relevant reference number, to the Director-General, Department of Social Development, Private Bag X901, Pretoria, 0001. Physical Address: HSRC Building, 134 Pretorius Street In the event of hand delivery of applications, applicants must sign an application register book as proof of submission. No faxed or e-mailed applications will be considered.

FOR ATTENTION

Ms E Steenkamp

CLOSING DATE

03 May 2021

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). Applicants are advised that until 31 December 2020 the current application for employment (Z83) form will be applicable however from 1 January 2021, a new application for employment (Z83) form will be effective. The new form can be downloaded online at www.dpsa.gov.za-vacancies. Applicants applying for SMS posts are required to successfully complete the Certificate for entry into the SMS and full details can be sourced by following the link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/. Applicants are expected to pay for the course and may enroll for it at a cost of R265.00. The duration of the course is 120 hours. 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. Candidates nominated for posts on salary levels 2 - 12 may be subjected to a competency assessment during the selection process. 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, Regulation 67. Applications received after the closing date will not be taken into consideration. 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 above. 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. 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 13/110 : DEPUTY DIRECTOR-GENERAL: STRATEGY AND ORGANISATIONAL TRANSFORMATION REF NO: F1/A/2021
Branch: Strategy and Organisational Transformation

SALARY : R1 521 591 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 : HSRC Building, Pretoria


DUTIES : Facilitate performance monitoring and evaluation of the implementation of policies and programmes. Manage the provision of risk management and anti-corruption programmes. Manage and coordinate strategic management and organisational development processes. Coordinate the provision of entity oversight and institutional support services. Manage the implementation of gender mainstreaming and diversity management programmes. Conduct research and facilitate the formulation and implementation of social policies. Manage the implementation of risk management and anti-corruption programmes.

ENQUIRIES : Mr D Chinappan Tel No: (012) 312-7504

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

POST 13/111 : DEPUTY DIRECTOR-GENERAL: WELFARE SERVICES (REF NO: F1/B/2021)
Branch: Welfare Services

SALARY : R1 521 591 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 : HSRC Building, Pretoria

REQUIREMENTS : An appropriate undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) as recognized by SAQA PLUS a minimum of 8 to 10 years’ experience at senior management level. Knowledge of i) relevant Public Service legislation; ii) Children’s legislation on regional and international instruments; iii) Children’s Act and other legislation that have an impact on children’s issues; iv) field of children and families; v) acts governing the implementation of social development services and programmes; and vi) relevant policies and strategies relating to older persons. Knowledge and understanding of i) Probation Act; ii) Probation and Diversion programmes; iii) Child Justice Act; iv) Domestic Violence Act; v) prevention programmes; and vi) social development, children and families. Competencies needed: Strategic capability and leadership.

**DUTIES**

Oversee the management of monitoring and evaluation of inter-sectoral and inter-departmental compliance and reporting on the implementation of international, regional and national obligations. Oversee the implementation of early childhood development services. Oversee the development and implementation of prevention, early intervention, statutory, reunification and after care services through child protection policies, programmes, guidelines and services. Oversee and give strategic direction on the promotion of Child Rights and advocacy programmes. Oversee and monitor the implementation of policies, legislation and strategies in respect of national and international adoptions and International Social Services (ISS). Oversee the provision of social capability management and services to older persons. Oversee and give strategic direction on the implementation of programmes.

**ENQUIRIES**

Mr D Chinappan  Tel No: (012) 312-7504

**NOTE**

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

**OTHER POSTS**

**POST 13/112**

**MANAGER: SOCIAL WORK POLICY GRADE 1 REF NO: F1/C/2021**

Directorate: Integrated Anti-Substance Abuse Programmes

**SALARY**

R794 889 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**

HSRC Building, Pretoria

**REQUIREMENTS**


**DUTIES**

Facilitate the implementation of the National Drug Master Plan NDMP by stakeholders (Monitor the implementation of the NDMP, International Treaties and Programmes. Conduct research and/or evaluate the extent, nature and patterns of substance abuse in the country. Provide technical support, e.g. rendering of the secretarial function to the Central Drug Authority (CDA). Compile Annual and Quarterly reports). Provide administrative and secretarial support to Central Drug Authority Secretariat. Co-ordinate and manage research activities related to the Central Drug Authority to inform programme development and implementation. This would, inter alia, entail the following: Study of journals and publications to ensure that cognisance is taken of new developments. Monitor and study the social services legal and policy framework continuously. Undertake complex research. Liaise/attend meetings with other departments and non-government institutions to take cognisance of the latest developments in the relevant field and to provide...
Engage in continuous professional development activities as prescribed. Monitor and study the human resource, financial and general management frameworks of the Public Service to stay abreast of the latest developments. Plan and ensure that research and development are undertaken. Perform and/ or ensure that all the administrative functions required in the unit are performed.

**NOTE:** In terms of the Chief Directorate: Social Crime Prevention and Anti-Substance Abuse’s employment equity targets, African, Coloured, Indian and White males and Coloured, Indian and White females as well as persons with disabilities are encouraged to apply.

**POST 13/113:** ASSISTANT DIRECTOR: PLANNING AND PERFORMANCE MONITORING  
**REF NO: F1/D/2021**  
Directorate: Population Policy and Strategy Monitoring and Evaluation

**SALARY:** R470 040 per annum  
**CENTRE:** HSRC Building, Pretoria

**REQUIREMENTS:** An appropriate Bachelor’s Degree/National Diploma or equivalent qualification with Sociology, Public Administration, Political Science or Population Studies as major subject PLUS credible experience in the population and development environment. Knowledge of population dynamics and population policy matters. Competencies needed: Project planning skills. Strategic and operational skills. Well-developed communication (written, verbal and liaison) skills. Project management skills. Monitoring and evaluation skills. Planning and organising skills. Computer literacy. Attributes: Ability to work under pressure.

**DUTIES:** Render expert/professional support during the production of the annual progress reports on the implementation of the South Africa’s Population Policy. Facilitate regular surveys in the government sector to collect information for the compilation of annual reports on Population Policy implementation. Facilitate business and project planning in and by the Chief Directorate, and monitor and report on progress therewith. Render technical guidance/support to government departments and provincial population units to integrate the Population Policy in policies, strategies and development planning.

**NOTE:** In terms of the Chief Directorate: Population and Development’s employment equity targets, African and Coloured males and Coloured females as well as persons with disabilities are encouraged to apply.

**POST 13/114:** GRAPHIC DESIGN SPECIALIST REF NO: F1/E/2021  
(12 months contract)  
Directorate: Chief Directorate: Communications

**SALARY:** R376 596 per annum  
**CENTRE:** HSRC Building, Pretoria


**DUTIES:** Design and layout corporate communication materials for the Department. Design and layout of Departmental publications. File and archive promotional materials and artwork production. Draft and advise on specifications for service providers for printing and other related services as required, and monitor and assess the compliance thereof.

**ENQUIRIES:** Mr M Kalaeamodimo Tel No: (012) 312-7448  
Ms W Adams Tel No: (012) 312-7950/074 506 9744  
Ms N Lentsoane Tel No: (012) 312-7475