

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** : Mr S Boshielo
- CLOSING DATE** : 27 January 2023
- NOTE** : The application must only include a completed and signed new Z83, obtained from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on the day of the interview date. Failure to use the new Z83 form will result in disqualification. 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. It is not required that an applicant submit such when applying for the post prior to the closing date but the nominated candidate (first and second choice) must have completed the pre-entry certificate and must be in possession of such prior to issuing the offer of employment letter. The nominated candidate must submit the pre-entry Certificate as proof that the course has been completed within 15 days from the conclusion of the interviews. 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. Candidates nominated for posts on salary levels 2 - 12 may be subjected to a competency assessment during the selection process. 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, 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 posts 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 Mr S Boshielo. DSD reserves the right not to fill a vacancy that was advertised during any stage of the recruitment process.

OTHER POSTS

- POST 01/212** : **MONITORING AND EVALUATION MANAGER REF NO: G2/A/2022**
Chief Directorate: HIV/ AIDS (G2G Project)
(Contract until 30 September 2024)
- SALARY** : R908 502 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. The successful candidate will be required to enter into a performance agreement and to sign an employment contract.
- CENTRE REQUIREMENTS** : HSRC Building, Pretoria
: An appropriate recognised bachelor's degree in Social/Behavioral and/or Health Sciences studies or equivalent qualification PLUS 7 years of experience in evaluation and research design, data collection, indicator construction, curriculum development and computer software. Previous experience in working with SAG Social Sector USAID/PEPFAR. Knowledge and understanding of policies, and regulations related to SAG, International development, non- government organisations (NGOs), USAID and PEPFAR. Knowledge and understanding of Social and behavioural change and DREAMS (Determined, Resilient, Empowered, AIDS-Free, Mentored and Safe implementations) programmes. Knowledge and understanding of human behavior and social system. Knowledge and understanding of legislation, policies and strategies pertaining to HIV & AIDS. Knowledge and understanding of government MERL systems and requirements. Competencies needed: Strategic capability and leadership skills. Programme and project management skills. Financial management skills. Policy analysis and development. Information and knowledge management skills. Excellent communication (written and verbal) skills. Service delivery innovation skills. Problem solving and change management skills. People Management and empowerment skills. Client orientation and customer focus skills. Stakeholder management skills. Presentation and facilitation skills. Time management skills. Networking and liaison skills. Monitoring and evaluation skills. Quality management skills. Asset management skills. Technical writing skills. Negotiation skills. Report writing skills. Attributes: Confidentiality. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Ability to liaise with senior government officials, dignitaries, executives of NGOs, FBOs, CBOs, for-profit business community and senior members of the donor communities. Diplomatic. Independent thinker. Ability to navigate complex organisational structures and motivate people for program participation. Cost consciousness. Honesty and Integrity. Self-Starter. Assertiveness.
- DUTIES** : Develop, review, monitor and implement MERL framework and MERL Work plan strategies and activities. Manage the development, implementation, and regular review and audit of the monitoring and evaluation systems to produce customized quality reports within the required timeframes. Provide capacity building to ensure effective implementation of MERL framework and MERL by Programme and MERL personnel. Establish and maintain relations with key stakeholders and forums involved in the G2G projects and National and International HIV and AIDS response. Lead, mentor and supervisor G2G MER project officers.
- ENQUIRIES** : Ms M Pule Tel No: (012) 312-7465 / 083 396 3964
- POST 01/213** : **NATIONAL PROJECT MANAGER REF NO: G2/B/2022**
Chief Directorate: HIV/ AIDS (G2G Project)
(Contract until 30 September 2024)
- SALARY** : R766 584 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. The successful candidate will be required to enter into a performance agreement and to sign an employment contract.
- CENTRE REQUIREMENTS** : HSRC Building, Pretoria
: An appropriate recognised bachelor's degree in Social/Behavioral and/or Health Sciences studies or equivalent qualification PLUS 10 years of experience in designing, implementing, managing HIV programs with SBC and OVCY support programs. Knowledge and understanding of policies, and

regulations related to SAG, International development, non- government organisations (NGOs), USAID and PEPFAR. Knowledge and understanding of Social and behavioural change and DREAMS (Determined, Resilient, Empowered, AIDS-Free, Mentored and Safe implementations) programmes. Knowledge and understanding of human behavior and social system. Knowledge and understanding of legislation, policies and strategies pertaining to HIV/AIDS. Competencies needed: Strategic capability and leadership skills. Programme and project management skills. Financial management skills. Policy analysis and development skills. Information and Knowledge management. Communication (written and verbal) skills. Service delivery innovation skills. Problem solving and change management. People Management and empowerment skills. Client orientation and customer focus skills. Stakeholder management skills. Presentation and facilitation skills. Time management skills. Networking and liaison skills. Monitoring and evaluation skills. Quality management skills. Asset management skills. Technical writing skills. Negotiation skills. Report writing skills. Attributes: Confidentiality. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Ability to liaise with senior government officials, dignitaries, executives of NGOs, FBOs, CBOs, for-profit business community and senior members of the donor communities. Diplomatic. Independent thinker. Ability to navigate complex organisational structures and motivate people for program participation. Cost consciousness. Honesty and Integrity. Self-Starter. Assertiveness.

DUTIES

: Provide technical support and capacity building to project team and implementing partners in the implementation of evidence-based SBC and other core packages of services to the Project beneficiaries' programs. Provide technical guidance to increase demand for high impact HIV services and promote protective behaviours for HIV known status initiative to accelerate HIV/AIDS Epidemic Control within the communities, aligning to 95 95 95 UNAIDS initiative. Establish and maintain collaborative relationship with key stakeholders such as (Provincial PEPFAR partners, private organisations, DSD and other critical stakeholders). Supervise, coordinate and mentor project team towards development, of maintain high quality monthly, quarterly, and annual reports and project plans. Manage project team to ensure the effective and efficient utilisation of finance and human resources.

ENQUIRIES

: Ms M Pule Tel No: (012) 312-7465 / 083 396 3964