

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE  
DEPARTMENT OF SOCIAL DEVELOPMENT**

**APPLICATIONS** : Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Management and Labour Relations, Private Bag X5016, Kimberley, 8300 or Applications that are hand delivered must be brought to the foyer (HR Block C) of Latlhi Mabilo Complex Building where they must be placed in the appropriately marked box at: 257 Barkley Road, Kimberley or email to [applications-dsd@ncpg.gov.za](mailto:applications-dsd@ncpg.gov.za). Applicants must complete and sign an application register when an application is hand delivered. No applications will be accepted by staff in offices in the building.

**CLOSING DATE** : 23 May 2024 at 16H00

**NOTE** : The Northern Cape Provincial Government is an equal opportunity, affirmative action employer and aims to achieve gender, race and disability representivity. Employment decisions shall be informed by the Employment Equity Plan of the Department to achieve its Employment Equity targets. Applications must be submitted on the new application for employment form (Z83). The new form can be downloaded at [www.dpsa.gov.za-vacancies](http://www.dpsa.gov.za-vacancies) or obtainable from any Public Service Department and should be accompanied by a comprehensive CV specifying all qualifications, experience with respective dates. Applications submitted using the old Z83 form will not be accepted. Only shortlisted candidates will be required to submit certified copies of qualifications, ID and driver's licence before or on the day of the interview. Failure to comply with these pre-conditions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). No late applications will be accepted. Where applicable, shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. All shortlisted candidates will further be subjected to a personnel suitability check which includes criminal record checks, security vetting, verification of qualifications, financial and asset record checks, previous employment verification, citizenship verification and integrity assessment exercise. A further requirement for all SMS post(s) is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG), No appointment shall be finalized without the relevant candidate producing the Nyukela pre-entry certificate for SMS. The course is available at the NSG under the name "Certificate for entry into SMS" and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>. 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 the competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. The successful candidate(s) will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually where applicable. Preference will be given to female applicants at SMS Level, Males below SMS Level and People living with Disabilities in all Occupational levels who meets the requirements of the post/s. If you have not been contacted within three (3) months after the closing date of this advertisement, kindly accept that your application was unsuccessful.

**OTHER POST**

**POST 15/140** : **SOCIAL WORK MANAGER: JOHN TAOLO GAETSEWE DISTRICT REF NO: NCDSD/SWM-JTG/08/2024**  
Re-advertisement, Applicants who previously applied for the post are encouraged to re-apply.

**SALARY** : R920 082 - R1 289 274 per annum, (Salary will be in accordance with OSD Determination)

**CENTRE** : District Office: Kuruman

**REQUIREMENTS**

: Formal tertiary qualification at NQF 7 as recognised by the South African Qualifications Authority (SAQA) in Social Work (e.g. Bachelor of Social Work) that allows professional registration with the SACSSP) Registration with the SACSSP as a Social Worker. A minimum of 10 years appropriate/recognisable experience in social work after registration as a Social Worker with the SACSSP. A valid driver's licence. Extensive knowledge of legislation and policies governing social service profession, including, but not limited to: White Paper on Social Welfare, White Paper on Families, Older Persons Act, the Prevention and Treatment of Substance Abuse Act, Domestic Violence Act, Social Assistance Act, Social Work Supervision Framework, etc. Strategic and leadership Management programme and project management, Change and Knowledge Management, Good Corporate Governance Principles. Planning and Organizational Skills. Monitoring and Evaluation, Report Writing and Communication Skills. Leading and Controlling Skills. Computer Literacy. Decision- making and Networking skills. Leadership and team Building skills. Analytical Problem-solving skills. Policy Development, Financial Management and formal presentation skills.

**DUTIES**

: Oversee the provision of and strategic direction to social services and programmes. Facilitating the implementation and monitoring of services of the following Sub-Programmes: Services to Families and Children, Prevention of and Treatment for Substance Abuse, Restorative Services, Services to older persons, persons with disabilities and services to the LGBTIQ+ community. Provide leadership, management, planning and coordination of the functions of the Social Welfare Services in the District. Facilitate programme implementation, monitoring and reporting on the planned strategic outputs and outcomes of the district. Ensure integration and coordination of services with sector departments and all other relevant partners. Manage the review process of policies in line with new developments or amended legislation. Ensure the participation in formation of policy/legislation at National and Provincial level. Ensure sound financial management within the Sub-Programme, by developing and managing the budget of the Sub-Programme, ensure expenditure of the allocated budget with the prescripts of PFMA and other policies and legislations, ensure the implementation of financial controls within the Sub-Programme, prevent unauthorized, irregular, fruitless and wasteful expenditure and report non- compliance to the District Manager. Overall manage and development of the resources of the Sub-Programme.

**ENQUIRIES**

: Ms. C Smous Tel No: (053) 712 3403