

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

: 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. Applicants may also email their applications to the following email addresses:

For: Director: Financial Administration and Accounting – erecruit.dfaa@dsd.gov.za

Director: Internal Control – erecruit.dic@dsd.gov.za

Director: Human Resource Management – erecruit.dhrm@dsd.gov.za

Director: Older Persons Services – erecruit.dops@dsd.gov.za

Director: Policy Implementation Support- erecruit.dpis@dsd.gov.za

FOR ATTENTION

: Mr R Khobatha

CLOSING DATE

: 10 October 2025

NOTE

: Curriculum vitae with a detailed description of duties and the names of two referees must accompany your signed application for employment (Z83). If applying for more than one position, applicants must submit separate applications for each position. Shortlisted candidates for a post will be required to submit certified copies of qualifications and identity documents on the date of the interview. Applicants are advised that from 1 January 2021, a new application for employment (Z83) form is effective and must be completed in full, failure to use the new Z83 will result in disqualification. 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 (submitted prior to appointment) 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 R400.00. 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. 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 submitted on the date of the interview. 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 shortlisted 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 Amendment Regulations, 2023, 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 Mr R Khobatha. 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

<u>POST 35/157</u>	:	<u>SENIOR MANAGEMENT SERVICES REF NO: K1/A/2025</u> Director: Financial Administration and Accounting Chief Directorate: Financial Management and Administration
<u>SALARY</u>	:	R1 266 714 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.
<u>CENTRE REQUIREMENTS</u>	:	HSRC Building, Pretoria An appropriate NQF level 7 qualification in Financial Management and Accounting/ Business/ Commerce/ Accounting/ Finance as recognized by SAQA Plus 5 years' experience at middle/senior management level. Knowledge and understanding of Public Service Act and Regulation. Knowledge and understanding of Public Finance Management Act and Treasury Regulations. Knowledge and understanding of Government Immovable Asset Management Act. Knowledge and understanding of General Accepted Accounting Practices (GAAP)/General Recognized Accounting Practices (GRAP). Knowledge and understanding of BAS, PERSAL and LOGIS systems. Knowledge and understanding of Social Development sector. Competencies needed: Programme and project management. Information and knowledge management. People management and empowerment. Problem solving and change management. Policy analysis and development. Client orientation and customer focus. Service delivery innovation. Financial management. Communication (verbal and written). Computer literacy. Stakeholder management. Planning and coordination. Presentation and facilitation. Monitoring and evaluation. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Emotional intelligence. Independent thinker. Cost consciousness. Honesty and integrity.
<u>DUTIES</u>	:	Manage the review, development and implementation of financial management, accounting services, policies, and strategies. Manage the provision of Salaries and Revenue services. Manage and drive financial accounting and bookkeeping services. Oversee, manage, and report on the budget, human resources, and performance of the Directorate in line with the set regulations and prescripts.
<u>ENQUIRIES NOTE</u>	:	Ms T Ngcobo Tel No: (012) 312-7473/ 7332 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.
<u>POST 35/158</u>	:	<u>DIRECTOR: INTERNAL CONTROL REF NO: K1/B/2025</u> Branch: Financial Management Services
<u>SALARY</u>	:	R1 266 714 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.
<u>CENTRE REQUIREMENTS</u>	:	HSRC Building, Pretoria An appropriate NQF level 7 qualification in Financial Management/ Auditing as recognized by SAQA Plus 5 years' experience at middle/senior management level. Knowledge and understanding of Public Service Act and Regulation. Knowledge and understanding of Public Finance Management Act and Treasury Regulations. Knowledge and understanding of Government Immovable Asset Management Act. Knowledge and understanding of government supply chain management framework. Knowledge and understanding of Auditing function. Knowledge and understanding of Social Development sector. Competencies needed: Programme and project management. Information and knowledge management. People management and empowerment. Problem solving and change management. Policy analysis and development. Client orientation and customer focus. Service delivery innovation. Financial management. Communication (verbal and written). Computer literacy. Stakeholder management. Planning and coordination. Presentation and facilitation. Monitoring and evaluation. Attributes: Good

	interpersonal relations. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Emotional intelligence. Independent thinker. Cost consciousness. Honesty and integrity.
<u>DUTIES</u>	: Manage and monitor the implementation of internal controls systems. Manage the development, review and implementation of internal control policies, guidelines and strategies. Facilitate and manage the Audit process between the department and the Auditor-General. Management of unauthorised, irregular, fruitless and wasteful expenditures. Manage and report on the budget, human resources, and performance of the Directorate in line with the set regulations and prescripts.
<u>ENQUIRIES</u>	: Ms T Ngcobo Tel No: (012) 312-7473/ 7332
<u>NOTE</u>	: 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.
<u>POST 35/159</u>	: <u>DIRECTOR: HUMAN RESOURCE MANAGEMENT REF NO: K1/C/2025</u> Chief Directorate: Human Capital Management
<u>SALARY</u>	: R1 266 714 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.
<u>CENTRE</u>	: HSRC Building, Pretoria
<u>REQUIREMENTS</u>	: An appropriate NQF level 7 qualification in Human Resources Management/ Industrial Psychology/ Public Administration/Management as recognized by SAQA PLUS 5 years' experience at middle/senior management level. Knowledge and understanding of Public Service Act, Regulations and Frameworks. Knowledge and understanding of Collective Agreements. Knowledge and understanding Basic Conditions of Employment Act. Knowledge and understanding of DPSA determinations and directives. Knowledge and understanding of PERSAL. Knowledge and understanding of Vetting Strategy. Knowledge and understanding of SMS and Ministerial Handbook. Knowledge and understanding of Employment Equity Act. Knowledge and understanding of PFMA and Treasury Regulations. Knowledge and understanding of relevant White Papers. Competencies needed: Programme and project management. Information and knowledge management. People management and empowerment. Problem solving and change management. Policy analysis and development. Client orientation and customer focus. Service delivery innovation. Financial management. Communication (verbal and written). Computer literacy. Stakeholder management. Planning and coordination. Presentation and facilitation. Monitoring and evaluation. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Emotional intelligence. Independent thinker. Cost consciousness. Honesty and integrity. Assertiveness.
<u>DUTIES</u>	: Manage the development, review, and implementation of human resources strategies and policies. Manage human resource recruitment and selection processes. Manage human resource administration services through conditions of services and service benefits. Manage human resource information services. Manage and facilitate Employee Health and Wellness programmes in the department. Oversee, manage, and report on the budget, human resources, and performance of the Directorate in line with the set regulations and prescripts.
<u>ENQUIRIES</u>	: Mr D Chinappan Tel No: (012) 312-7504/ 7142
<u>NOTE</u>	: 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.
<u>POST 35/160</u>	: <u>DIRECTOR: OLDER PERSONS SERVICES REF NO: K1/D/2025</u> Chief Directorate: Social Professional Services and Older Persons
<u>SALARY</u>	: R1 266 714 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.

<u>CENTRE REQUIREMENTS</u>	: HSRC Building, Pretoria
	: An appropriate NQF level 7 qualification in Social Sciences/ Social Work as recognized by SAQA PLUS 5 years' experience at middle/senior management level. Registration with the SACSSP. Knowledge and understanding of Public Service Act and Regulations. Knowledge and understanding of the Older Persons Act, 2006 and policies guiding the care and protection of older persons. Knowledge and understanding of Social Assistance Act. Knowledge and understanding of White Paper for Social Development. Knowledge and understanding of the Constitution of the Republic of South African, 1996. Knowledge and understanding of White Paper on Persons with Disabilities (WPRPD). Knowledge and understanding Social Welfare services, related policies, legislations, frameworks, and norms and standards. Knowledge and understanding of Sexual Offence and related matters Act. Knowledge and understanding of international treaties and obligations. Knowledge and understanding of POPIA and PAIA. Knowledge and understanding of Protocol on the Management of Elder Abuse. Competencies needed: Programme and project management. Information and knowledge management. People management and empowerment. Problem solving and change management. Policy analysis and development. Client orientation and customer focus. Service delivery innovation. Financial management. Communication (verbal and written). Computer literacy. Stakeholder management. Planning and coordination. Presentation and facilitation. Monitoring and evaluation. 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. Cost consciousness. Honesty and integrity. Emotional intelligence.
<u>DUTIES</u>	: Manage, facilitate, and monitor the development, review, and implementation of policies, norms and standards, international instruments and legislative frameworks for the protection, support, empowerment, promotion and upholding of the rights of older persons. Facilitate and monitor the implementation of older person services within the Residential Care Facilities and Community Based Care and Support Services to promote care, support, protection, and the upholding of the rights of older persons. Manage and maintain the Older Persons Abuse Register (OPAR) for the country. Coordinate the engagements, collaborations, and partnerships with various stakeholders as well as regional and international structures in relation to matters, programmes and strategies related to older persons. Coordinate, manage, facilitate, and monitor the development, review and the implementation of capacity building programmes and practical programmes, strategies, and guidelines to improve the delivery of quality services to older persons, through partnership with stakeholders. Facilitate research and evaluation studies on older persons services to inform policies, programmes, and legislative frameworks for older persons. Manage and report on the budget, human resources, and performance of the Directorate in line with the set regulations and prescripts.
<u>ENQUIRIES NOTE</u>	: Ms S Magangoe Tel No: (012) 312-7786/ 7675
	: 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.
<u>POST 35/161</u>	: <u>DIRECTOR: POLICY IMPLEMENTATION SUPPORT REF NO: K1/E/2025</u> Chief Directorate: Social Assistance
<u>SALARY</u>	: R1 266 714 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.
<u>CENTRE REQUIREMENTS</u>	: HSRC Building, Pretoria
	: An appropriate NQF level 7 qualification in Social Sciences/ Developmental Studies/ Public Administration/ Law as recognized by SAQA Plus 5 years' experience at middle/senior management level. Knowledge and understanding of the Constitution of the Republic of South Africa. Knowledge and understanding of the Public Service Act and Regulations. Knowledge and understanding of the Social Assistance Act and Regulations. Knowledge and understanding of the South African Social Security Agency Act and Regulations. Knowledge and understanding of PFMA. Knowledge and

understanding of Social Development policies related to Children, Persons with Disabilities and Older Persons. Knowledge and understanding of Social Relief and Disaster Management Framework. Knowledge and understanding of the Fund-raising Act. Knowledge and understanding of the PAJA, POPIA and PAIA. Knowledge and understanding of the White Paper on Social Development. Competencies needed: Programme and project management. Information and knowledge management. People management and empowerment. Problem solving and change management. Policy analysis and development. Client orientation and customer focus. Service delivery innovation. Financial management. Communication (verbal and written). Computer literacy. Stakeholder management. Planning and coordination. Presentation and facilitation. Monitoring and evaluation. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Emotional intelligence. Independent thinker. Cost consciousness. Honesty and integrity. Assertiveness.

DUTIES

: Manage the review and implementation of social assistance legislation frameworks, guidelines, norms and standards for the rendering of social assistance. Manage the development and review the SASSA policies, legislation, strategies and norms and standards for the administration of social assistance. Manage the planning and coordination of the implementation of social assistance policies and legislation. Manage stakeholder engagement, partnerships and collaborations on matters relating to social assistance. Manage capacity building sessions for SASSA officials and conduct awareness campaigns to beneficiaries on policies and programmes relating to social assistance. Manage and report on the budget, human resources, and performance of the Directorate in line with the set regulations and prescripts.

ENQUIRIES NOTE

: Dr M Mogotsi Tel No: (012) 741-6835/ 6833
: 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.