

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: DDG: Community Development – e-recruit.ddgcd2@dsd.gov.za, DDG: Corporate Support Services – e-recruit.ddgcscs@dsd.gov.za, Parliamentary and Cabinet Support – e-recruit.pcs@dsd.gov.za
- FOR ATTENTION** : Mr TZ Mapela
- CLOSING DATE** : 24 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 TZ Mapela. 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 37/62</u>	:	<u>DEPUTY DIRECTOR-GENERAL: COMMUNITY DEVELOPMENT (REF: M1/A/2025)</u> Branch: Community Development Re-advertisement (Applicants who applied before need not to re-apply)
<u>SALARY</u>	:	R1 813 182.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 post graduate qualification (NQF level 8) in Developmental Studies or Social Sciences or Economic Development or Community Development as recognized by SAQA PLUS a minimum of 8 years' experience at senior management level. Knowledge of the Constitution of South Africa. Knowledge of i) Reconstruction and Development Programme, ii) the Growth Path, iii) Municipal System Act, iv) Rural Development Act, v) Population and Development Policy, vi) the relevant Public Service Legislative frameworks, vii) PFMA and Treasury Regulations, public management and administration principles. Knowledge and understanding of policy development. Knowledge and understanding of the NPO framework, and other NPO related Bills and Policies. White Paper on Transformation of Public Service. Knowledge of Social Service Professions Act, 110 of 1978, as amended. Understanding of the management of strategic plans, business plans and budgeting. Knowledge of the Acts that governing the implementation of social development services and programmes. Understanding and knowledge of community development related Legislations, Policies, Frameworks and norms and standards. Knowledge and understanding of involvement in the international structures/ stakeholders (UN Convention and AU). Knowledge of Kings IV Report for Corporate Governance. Knowledge of National Development Plan (NDP). Knowledge of National Development Agency Act. Competencies needed: Strategic capability and leadership. Programme and project management. Financial Management. Policy Analysis and Development. Information and Knowledge Management. Communication. Service Delivery Innovations. Problem Solving and Change Management. People management and empowerment. Client Orientation and Customer Focus. Stakeholder Management. Presentation, Facilitation and Coordination. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Independent thinking. Cost consciousness. Honesty and integrity.
<u>DUTIES</u>	:	Key Responsibilities: Oversee, manage and report on the development of sustainable community development legislative frameworks, policies, strategies, operational frameworks, guidelines and effective programmes. Oversee, manage and report on the implementation of sustainable community programmes aimed at community mobilization, sustainable livelihood, poverty alleviation and reduction programmes to empower poor communities, families and individuals. Oversee, manage and report on coordination, effective and efficient non-profit organization (NPOs) registration, compliance, operations, coordination and monitoring systems, processes and application. Oversee, manage and report on the budget, human resources and performance of the branch in line with the set regulations and prescripts.
<u>ENQUIRIES NOTE</u>	:	Mr FP Netshipale, Tel: (012) 312-7662/7556 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 37/63</u>	:	<u>DEPUTY DIRECTOR-GENERAL: CORPORATE SUPPORT SERVICES (REF: M1/B/2025)</u> Branch: Corporate Support Services
<u>SALARY</u>	:	R1 813 182.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 qualification at NQF level 8 in Social Sciences/ Public Management/ Business Administration/Industrial Psychology/ Legal Services as recognized by SAQA PLUS a minimum of 8 years' experience at senior management level. Knowledge of the Constitution of South Africa. Knowledge of the relevant Public Service Legislative Framework. Knowledge of PFMA and Treasury Regulations Knowledge and understanding of public management and administration principles. Knowledge of White Paper on Transformation of Public Service. Knowledge of macro and micro policies such as MTFS, NDP, MTEF, ect. Knowledge of Batho Pele principles. Knowledge and understanding of government reporting requirements. Competencies needed: Strategic capability and leadership. Programme and project management. Financial Management. Policy Analysis and Development. Information and Knowledge Management. Communication. Service Delivery Innovations. Problem Solving and Change Management. People management and empowerment. Client Orientation and Customer Focus. Stakeholder Management. Operational Planning and Budgeting. Presentation, Facilitation and Coordination. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Independent thinking. Ability to work in a team and independently. Adaptability. Confidentiality. Political sensitivity. Cost consciousness. Honesty, integrity and Ethics. Emotional Intelligence. Ability to evaluate/ analyse information and to select an alternative that best meets the needs of the impending situation. Strategic awareness. Customer service oriented and focus. Accountability. Ability to exercise appropriate judgement.
<u>DUTIES</u>	:	Key Responsibilities: Oversee and manage the provision of information management systems technology services. Oversee, manage and report on the human capital management services. Oversee and manage communication services. Oversee and manage provision of legal services. Oversee and manage the provision of auxiliary services. Oversee, manage and report on the budget, human resources and performance of the branch in line with the set regulations and prescripts.
<u>ENQUIRIES</u>	:	Mr FP Netshipale, Tel: (012) 312-7662/7556
<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.

OTHER POST

<u>POST 37/64</u>	:	<u>PARLIAMENTARY AND CABINET SUPPORT (REF: M1/C/2025)</u> Office of the Director-General
<u>SALARY</u>	:	R896 436.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 three-year degree or equivalent qualification as recognized by SAQA PLUS 6-10 years' experience. Knowledge of Ministry operations. Proven management competencies. Broad knowledge and understanding of the functional areas covered by the executive authority's portfolio. Working knowledge of the political and parliamentary processes in South Africa. Competencies needed: Strategic capability and leadership. Programme and project management. Policy Analysis and Development. Information and Knowledge Management. Communication. Service Delivery Innovations. Problem Solving and Change Management. People management and empowerment. Client Orientation and Customer Focus. Stakeholder Management. Presentation, Facilitation and Coordination. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Independent thinking. Ability to work in a team and independently. Adaptability. Confidentiality. Political sensitivity. Cost consciousness. Honesty, integrity and Ethics. Emotional Intelligence. Ability to evaluate/ analyse information and to select an alternative that best meets the needs of the impending situation. Strategic awareness. Customer service oriented and focus. Accountability. Ability to exercise appropriate judgement.
<u>DUTIES</u>	:	Key Responsibilities: Monitor events in Parliament/the legislature to identify matters that have a bearing on the portfolio of the executive authority. Monitor events in Cabinet/Executive Council to identify matters that have a bearing on

the portfolio of the executive authority. Render an efficient and effective parliamentary service. Co-ordinate and control movements between the Pretoria and Cape Town offices for Parliamentary sessions. Study the relevant Public Service and departmental prescripts/policies and other documents to ensure that the application thereof is understood properly.

ENQUIRIES

: Mr FP Netshipale, Tel: (012) 312-7662/7556