

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. Applicants may also email their applications to the following email addresses:
For: For Director-General- e-recruit.DG123@dsd.gov.za
Deputy Director-General: Community Development - e-recruit.DDGCD@dsd.gov.za
Deputy Director NPO Registration, e-recruit.DDNPO@dsd.gov.za
Senior NPO Officer- e-recruit.SNPOO@dsd.gov.za
Social Work Policy Manager: Intercountry Adoptions - e-recruit.SWPMIA@dsd.gov.za
Social Work Policy Manager- e-recruit.SWPMVEP@dsd.gov.za
- FOR ATTENTION** : Mr R Khobatha
- CLOSING DATE** : 29 May 2026
- 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, including SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine the candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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 disclosure 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

- POST 16/134** : **DIRECTOR-GENERAL: SOCIAL DEVELOPMENT REF NO: N1/A/2026**
(Five-year fixed term contract)
Re-advertisement, applicants who previously applied must re-apply
- SALARY** : R2 352 642 per annum, plus a 10% non-pensionable HoD allowance. 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, sign an employment contract and disclose her/his financial interest within one month of appointment and thereafter on an annual basis.
- CENTRE REQUIREMENTS** : Pretoria, HSRC Building
: A post graduate qualification at NQF level 8 as recognised by SAQA in Public Administration, Social Sciences or Public Management plus 10 years of experience at a senior managerial level. Knowledge of i) Constitution of South Africa; ii) employment related legislations; iii) Public Service legislative framework and regulations; iv) PFMA and Treasury Regulations and v) Public Administration. Knowledge and understanding of Policy Development. Knowledge of i) Social Assistance bills, policies, acts, frameworks and legislations; ii) National Development Plan; iii) Protection of Personal Information Act (POPIA); iv) Promotion of Access to Information Act (PAIA); v) of government prescripts and policies; vi) social welfare related legislation, framework, acts, policies and guidelines and vii) King IV Report for Corporate Governance. Knowledge and understanding in the planning, monitoring implementation, compliance and reporting processes. Knowledge of community development related legislative frameworks, acts, policies and guidelines. Competencies: Strategic capability and leadership. Financial Management. Change management. Programme and project management. People management and empowerment. Knowledge management. Service delivery innovation. Problem-solving and analysis. Communication. Negotiation. Executive management. Attributes: Motivational. Influential. Ability to initiate and support organisational transformation and change. Ability to explore and implement new ways of delivering service. Ability to provide vision, set organisational direction and inspire others to deliver on the organisational mandate. Ability to work together with civil society, business, academia and the international community. Ability to account and work in an ethical conduct.
- DUTIES** : Provide strategic leadership and accountability in the implementation of programmes towards achieving its constitutional, legislative and policy mandate. Provide leadership for the effective and efficient management and administration of the department. Provide leadership on inter and intra-government relations for effective coordination. Provide administrative support to the Executive Authority in performing oversight functions on the work entities and regulatory bodies. Serve as a main point of communication between the Executive Authority and the department.
- ENQUIRIES** : Mr XA Brukwe Tel No: (012) 312-7654/ 7866
- POST 16/135** : **DEPUTY DIRECTOR-GENERAL: COMMUNITY DEVELOPMENT REF NO: N1/B/2026**
Branch: Community Development
- SALARY** : 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.
- CENTRE REQUIREMENTS** : HSRC Building, Pretoria
: A qualification at NQF Level 8 in Developmental Studies/ Social Sciences/ Economic Development/ Community Development as recognized by SAQA Plus 8 years' experience at senior management level in the relevant field. Knowledge and understanding of the Constitution of South Africa. Knowledge of Reconstruction and Development Programme (RDP). Knowledge of the Growth Path. Knowledge of Municipal Systems Act. Knowledge of the Rural

Development Act. Knowledge of Population and Development Policy. Knowledge and understanding of policy development. Knowledge and understanding of the relevant Public Service Legislative frameworks. Knowledge of the Public Finance Management Act and Treasury Regulations. Knowledge of public management and administration principles. Knowledge and understanding of the NPO framework, and other related Bills and Policies. Knowledge of population and development policy. Knowledge of White paper on Transformation of Public Services. Knowledge of Social Service Professions Act, 110 of 1978, as amended. Understanding of the management of strategic plans and budgeting. Knowledge of the acts 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 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 (verbal and written). Service delivery innovation. 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 thinker. Cost consciousness. Honesty and integrity.

DUTIES : 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 development 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 and take responsibility in the implementation of the population policy at all levels of government and monitor and evaluate the implementation progress of the Population Policy. Oversee, manage and report on the budget, human resources, and performance of the branch in line with the set regulations and prescripts.

ENQUIRIES : Mr XA Brukwe Tel No: (012) 312-7665/7866

OTHER POSTS

POST 16/136 : **DEPUTY DIRECTOR: NPO REGISTRATION REF NO: L1/A/2026**
Chief Directorate: NPO Registration Management and Compliance Monitoring

SALARY : R1 101 468 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 NQF level 7 qualification in Social Science/ Public Management/ Information Technology/ Information Systems as recognized by SAQA plus 3-5 years' experience at junior management level in the relevant field. Knowledge and understanding of Public Service Act and Regulations. Knowledge and understanding of Social Development Sector. Knowledge and understanding of Data Quality, Consistency, Data Governance and Security. Knowledge and understanding of NPO Act and Regulations. Knowledge and understanding of NPO regulatory frameworks. Knowledge and understanding of National Archive Act and Electronic Communication and Transactions Act. Knowledge and understanding of PAIA and POPIA. Competencies needed: Communication (verbal and written). Policy analysis and development. Planning and organising. People management. Project coordinator. Problem solving. Computer literacy. Facilitation and presentation. Stakeholder and client liaison. Monitoring. Reporting writing. Attributes: Good interpersonal relations.

- Innovation and creativity. Ability to work under pressure. Ability to work in a team and independently. Adaptability. Emotional intelligence. Independent thinker. Cost consciousness. Honesty and integrity. Assertiveness.
- DUTIES** : Develop, review and monitor the implementation of policies, guidelines, norms, standards and processes for NPO registration. Manage the NPO data warehouse and architecture. Manage efficient NPO registration and monitoring compliance processes in terms of the NPO Act. Manage NPO registry services and document flow within the NPO. Manage, and report. Manage, and report on the human resources, and performance in line with the set regulations and prescripts.
- ENQUIRIES** : Ms M Mngxitama Tel No: (012) 312-7015
- POST 16/137** : **SOCIAL WORK POLICY MANAGER GRADE 1 REF NO: L1/B/2026**
Directorate: Adoptions and Internation
- SALARY** : R1 009 512 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 Work or equivalent qualification. Registration with the South African Council for Social Service Professions (SACSSP) as a Social Worker plus ten (10) years' appropriate experience in social work after registration as Social Worker with the SACSSP of which five (5) years must be appropriate experience in social work policy development. Knowledge of the relevant Public Service legislation. Knowledge of childcare and protection legislative frameworks and policies in relation to intercountry adoption. Competencies needed: Project management skills. Planning and organizing skills. Networking skills. Coordination skills. Communication (verbal and written) skills. Professional counselling skills. Policy Analysis and development skills. Financial Management skills. Presentation skills. Monitoring and evaluation skills. People management skills. Ability to compile complex reports. Attributes: Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Compliant. Assertive.
- DUTIES** : Develop, review, amend and implement legislation, policies, strategies, guidelines and programmes in relation to intercountry adoption. Coordinate the Department of Social Development (DSD) Adoption Forum by facilitating all the processes to host and the attendance of these Quarterly fora by Provincial representatives. Coordinate and monitor inter-country adoptions by liaising and responding to all enquiries from stakeholders Nationally and Internationally. Assessing and verifying inter-country adoption applications received and facilitate the issuance of Article 17s' in line with the 1993 Hague Convention on the Protection of Children and Cooperation in respect of Intercountry adoption. Facilitate inter-country adoption between South Africa and foreign countries. Manage the implementation of working agreements on inter-country adoptions. Supervising Social Work Policy Developer by providing mentoring, coaching and support. Represent the Directorate on issues related to intercountry adoptions. Keep up to date with new developments in the social work field pertaining to intercountry adoptions. Perform administrative functions required in the unit.
- ENQUIRIES** : Dr Tebogo Mabe Tel No: (012) 312-7144/3
- POST 16/138** : **SOCIAL WORK POLICY MANAGER GRADE 1 REF NO: L1/C/2026**
Directorate: VEP and Prevention of Gender-Based Violence
- SALARY** : R1 009 512 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 recognized Bachelor's Degree in Social Work or equivalent qualification. Registration with the South African Council for Social Service Professions (SACSSP) as a Social Worker plus ten (10) years' appropriate experience in social work after registration as Social Worker with the SACSSP

of which five (5) years must be appropriate experience in social work policy development. Knowledge in Victim Empowerment Programme and Prevention of Gender Based Violence. Experience is critical in prevention of crime and violence in line with legislation, policies and strategies such as Domestic Violence Act, Trafficking in Person Act, Sexual Offences and Related Matters amendments, National Strategic Plan on GBVF, Sheltering services and Psychosocial Provision. Exposure will be an added advantage on other pieces of legislation within the Social Development sector including the Children Act, Older Persons Act as amended disability services and key populations. Willingness to travel extensively. Competencies needed: Programme development, Project management skills. Planning and organising skills. Networking skills. Communication (written and verbal) skills. Professional counselling skills. Policy analysis and development skills. Financial management skills. Presentation and facilitation skills. Report writing. Monitoring and evaluation skills. People management skills. Ability to compile complex reports. Attributes: Ability to work under pressure. Ability to work in a team and independently. Innovative and creative. Friendly and trustworthy. Integrity.

DUTIES : Develop, facilitate, monitor and support the implementation of policies, legislation, strategies, guidelines and programmes aimed at prevention, response, care, support, healing and empowering victims of crime and violence, with specific focus on Gender-Based Violence and Femicide (GBVF). Coordinate and oversee the funding, compliance and capacity building of national NPOs delivering Victim Empowerment Programme (VEP) services. Lead and facilitate the implementation of the National Strategic Plan on GBVF, including oversight on service delivery by NPOs in the VEP sector, strengthening referral pathways and improving intersectoral coordination. Establish and support the operationalisation of Khuseleka One Stop Centres and (GBV) shelters, ensuring alignment with policy frameworks and service delivery standards. Monitor and evaluate the implementation of intersectoral sheltering services in districts, province and local level, ensuring compliance, quality service delivery and continuous improvement of services to victims and survivors of GBV. Consult and liaise with key stakeholders across government, civil society and other sectors to enhance collaboration, partnerships and programme effectiveness including social crime prevention programmes/interventions in the VEP space. Mainstream VEP services within and outside the department, participate in strategic forums, and consolidate reports in line with national priorities. Manage and ensure effective functioning of the policy unit through efficient utilisation of resources, adherence to regulatory frameworks, and continuous research to inform policy development and programme improvement.

ENQUIRIES : Mr S Malope Tel No: (012) 312 7410

POST 16/139 : **SENIOR NPO OFFICER REF NO: L1/D/2026**
Directorate: Non-Profit Organisations

SALARY : R413 001 per annum
CENTRE : HSRC Building, Pretoria
REQUIREMENTS : An appropriate NQF level 6 qualification in Public Administration, Social Science, Community Development/Public Management/Law as recognized by SAQA plus 1-2 years' experience in the NPO or development sector. Knowledge of the General Public Service regulatory framework. Knowledge and understanding of Public Finance Management Act. Knowledge and understanding of Non-Profit sector. Knowledge and understanding of filing systems. Knowledge and understanding of regulatory framework. Knowledge and understanding of Financial Action Task Force Standards. Knowledge and understanding of Money Laundering and Combating Terrorism Financing. Knowledge and understanding of Prevention and Combating of Corrupt Activity Act (PCCAA). Competencies needed: Communication (written and verbal). Planning and Organising. Problem solving. Policy analysis. Office management and administration. Computer literacy. Client liaison. Analytical. Report writing. Attributes: Friendly. Accuracy. Confidence. Ability to work under pressure. Ability to work in a team and independently. Self-starter. Systematic and logical.

DUTIES : Provide NPO administration support services. Conduct Assessment and Quality Assurance of NPO Documents. Investigate and Inspect on Compliance

ENQUIRIES
NOTE

and Non-Compliance of NPO's. Coordinate NPO Outreach and Awareness Programmes. Supervision and Personal Development.

: Mr G Sekele Tel No: (012) 312 7013

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