

*paying the right social grant, to the right person,
at the right time and place. NJALO!*



SASSA is a dynamic organisation that provides a range of essential services to a diverse group of South Africans. With offices countrywide, our operational structures aspire to embrace all that is state-of-the-art, offices that are modern and an environment designed to stimulate the worker to achieve, enjoy, progress and prosper.

Senior Manager: Beneficiary Maintenance
Salary: R1 073 187- R1 264 176 p.a. inclusive of benefits
Location: Free State Region
(Ref No: SAS FS 23/10/2022-01)
Duration: Permanent

Candidate should hold an undergraduate qualification (NQF Level 7) in the relevant field as recognized by SAQA coupled with 5 years of experience at a middle/ senior managerial level in the relevant field; Certificate for entry into the SMS (Senior Management Service) endorsed by the National School of Government; Knowledge of SASSA's constitutional mandate and relevant policies, legislation and its relationship with National and other stakeholders; Knowledge of social security management and poverty alleviation matters; Sound understanding of the demographics of the Province and the extent to which the inequitable socio-economic realities within such can be addressed within a social assistance context; Computer literacy a valid driver's licence are essential. A post graduate qualification (NQF Level 08) will be an added advantage.

The candidate will be responsible for the Overall management of the Unit: Beneficiary Maintenance (including the development /implementation of business plans outlining strategic and service delivery improvement interventions as well as the management/ alignment of resources to ensure implementation thereof); Ensure safe keeping and data integrity beneficiary information; Ensure effective management of Beneficiary Management Unit and its key functions such as Reviews, Systems Administration, and Records Management. Manage the performance and performance agreements of Managers/staff in immediate span of control in line with SASSA's policy; Support the development, implementation, monitoring, evaluation, improvement and marketing of need-based, sustainable social security management/ improvement programmes and the funding of such programmes in accordance with all relevant legislation; Manage business processes of reviews, life certificates and lapsing; Oversee the maintenance of MI sources in the Region, collation and analysis of data on interventions and reparation for reporting.

Application for the above positions must be sent to
ApplicationsFS@sassa.gov.za
Enquiries: Mr. TP Radebe: 051 410 8396

System Administrator
Salary: R 382 245- R 450 255 p.a. exclusive of benefits
Location: Head Office – Pretoria
(Ref No: SAS HO23/10/2022-02)
Duration: Permanent

Candidate should hold an undergraduate qualification (NQF Level 6/7) as recognized by SAQA in the relevant field coupled with 3 – 5 years' experience in business and systems analysis, project management, functional testing and support; knowledge of computer and a valid driver's license are essential. 1-2 years Supervisory experience and Additional course or certification in Quality Assurance, ISTQB Foundation. Understanding of C#, .Net Framework and/or SharePoint development is advantageous.

The candidate will be working with business and IT stakeholders to ensure efficient and successful solutions implementation; Work with Project Manager to overcome site specific solution obstacles; Provide/Aid with training and User Acceptance testing of solutions; Perform User access management; Perform system functional and user support; Liaison between business and IT stakeholders, project managers to ensure timely implementations; Document change requests requirements and potential solutions.

The application for the above position must be sent to
tlouapplications@sassa.gov.za
Enquiries: Mr Tlou Moloto - 012 400 2326.

Specialist: Grant Reconciliation
Salary: R 382 245 - R 450 255 p.a. exclusive of benefits
Location: Head Office - Pretoria (Ref No: SAS HO23/10/2022-03)
Duration: Permanent

Candidate should hold an undergraduate qualification (NQF Level 6) as recognized by SAQA in the relevant field coupled with 3-5 years' relevant experience in the relevant field; Knowledge, experience, interpretation and application of Modified Cash Accounting and Modified Cash Accounting standards. Knowledge of Public Finance Management Act (PFMA), Treasury Regulations and other relevant regulations, extensive knowledge on BAS transversal system and a valid driver's license is essential.

The candidate will coordinate and oversee the preparation, processing and posting of journals, statutory payments, reconciliations and monthly working papers; of the 9 regional Social Assistance general ledgers; Coordinate and oversee all Social Assistance related transactions are recorded and matched for the 9 regional general ledgers national month closure; Coordinate and assist with the consolidation of the 9 regional Social Assistance general ledger balances, related supporting documents and reports for the financial month end reporting to the department of Social Development and Supervise staff to ensure an effective financial accounting service.

The application for the above position must be sent to
noahapplications@sassa.gov.za

Enquires: Mr Lakhikhaya Noah – 012 400 2146

Chairperson and One (1) Member of the Risk Management Committee
Location: Head Office - Pretoria
(Ref: SAS HO23/10/2022-04)
Duration: 3 Years

Requirements:

A minimum of a Post-Graduate Degree (NQF level 08) as recognised by SAQA in Risk Management/Compliance/Governance/Business Management/Accounting/Auditing. CRM/MBA/MBL/CA/CIA would be an added advantage. Ideal candidates should have management experience in the risk management environment of at least 10 years which was gained within public service and banking. Previous experience in serving as a member of a Risk Management Committee. An excellent understanding of the Public Sector Legislative Environment and Risk Management and Compliance, Governance and Ethics Frameworks, COSO, ISO 31000. The chairperson of the Committee should have previously served as a chairperson for a minimum period of three years.

Duties:

The primary function of the RMC is to provide oversight over Enterprise Wide Risk Management processes and to direct recommendations to the CEO for consideration and final approval. The duties will be to: Review and monitoring the implementation of risk, governance and ethics management frameworks, policies and strategies. Monitoring the reporting of risk by Management with particular emphasis on significant risks or exposures and appropriateness of the steps taken by Management to reduce the risks to an acceptable level; Oversee the integration of risk, governance and ethics management into planning, monitoring and reporting processes as well as the implementation of the risk maturity model. Provide advice/guidance on setting risk appetite and review risk appetite and tolerance levels.

Lead the committee in conducting its activities in terms of, PFMA, Risk Committee Charter and King IV Report on Corporate Governance. Perform any other duties of the Risk Management Committee as specified in the terms of reference (Committee Charter).

Term of Office and Remuneration:

The appointments are for a period of three (3) years, but may be subject to renewals of one term at the discretion of the Accounting Officer. Committee Members will be remunerated in accordance with rates as determined by National Treasury. All other refundable expenses are based on the Department's related policies in line with the National Treasury guidelines. If successful, the applicant will be expected to be tax compliant prior to signing service level agreement/ contract.

Applications for the above position must be sent
SangoG@sassa.gov.za **Enquiries: Sango Gobo**
(012) 400 2505.

Important notes: All these positions are advertised with the minimum requirements. Appointments will be subjected to compulsory pre-employment screening in the form of qualification, reference, ITC, criminal checks and compulsory competency assessment (where applicable. It is the applicant's responsibility to have foreign qualifications evaluated by South African Qualifications Authority (SAQA) prior to the selection process. SASSA is under no obligation to fill a post after the advertisement thereof. Please note: All SASSA staff are subjected to compulsory security vetting on appointment. E-mailed applications will be accepted.

The Agency is an equal opportunity employer. Therefore, Preference will be given to candidates whose appointment will assist the Agency in achieving its Employment Equity targets in terms of the Agency's Employment Equity Plan. Person with Disabilities are strongly encouraged to apply.

Applicants interested in applying for these posts should send their applications (CV and completed New Z83 form) quoting the relevant reference number and position name as per the advert. The subject heading of the email should indicate the reference number and name of the position you are applying for. Applicants must ensure that they send their application to a correct inbox/email indicated on each position. Applications sent to the incorrect inbox/email will not be considered. Applications should consist of a comprehensive CV (specifying all experience, duties, indicating the respective dates (MM/YY) per position, Identity Number, Race and Gender as well as indicating references with full contact details. Interviews may be conducted via a virtual medium which will be discussed with each shortlisted applicant. Kindly note that copies of qualification, certificate, ID and driver's license etc, should be submitted upon request. Failure to comply with the above requirements may result your application being disqualified.

General Enquiries: Pamela Tshetu – Tel (012) 400 2264
or Mr Tlou Moloto - Tel No: (012) 400 2326

Closing date: 07 November 2022

If you have not been contacted within 3 months after the closing date of the advertisement, please accept that your application has been unsuccessful.

Visit us at www.sassa.gov.za or toll free: 0800 60 10 11.

