

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



**sassa**  
SOUTH AFRICAN SOCIAL SECURITY AGENCY

**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.**

#### INTERNAL ADVERT

**Specialist: Payment Support (Re-advertisement)**  
**Salary: R376 596- R443 601 p.a. exclusive of benefits**  
**Location: Head Office (Ref No: H/O 26/01/2021-01)**

Candidates should hold a B Degree or 3 year tertiary qualification in Finance coupled with 3-5 years' experience in the relevant field; Computer literacy (advanced Ms Excel) and a valid driver's license are essential.

The candidate will coordinate activities relating to the SLA with the Service Provider regarding the payment of grants to beneficiaries; Assist in managing strategic and operational planning processes within the Department focusing on the relevant regions; Render support with the reconciliation of accounting records on social grants payments; Assist with Cash Payment Management; Render support relating to the management of Regulations 26A and social grant payment complaints/referrals (such as short payments, lapsing and withholding of grant payments) from internal and external stakeholders. Provide assistance in the management of dormant accounts; Provide support in the monitoring of grant payments at cash pay points, SAPO outlets and retail stores; Assist with the provision and maintenance of payment support records (Statistics).

**Preference will be given to African Male followed by Person with Disability and Indian Male/ Female, respectively.**

The applications for the above position must be sent to [tlouapplications@sassa.gov.za](mailto:tlouapplications@sassa.gov.za).

Enquiries: Mr Tlou Moloto (012) 400 2326.

**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 our intention to promote representivity in terms of race, gender and disability through the filling of this post and candidates whose appointment will promote representivity will *receive* preference. 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.

**Closing date: 08 February 2021.**

Applicants interested in applying for these posts should send their applications (CV and covering letter only) quoting the relevant reference number and position name as per the advert. The subject heading of the email should indicate the name of the position you are applying for. Applicants must ensure that they send their application to a correct inbox/email indicated on the 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.

**Correspondence will only be conducted with the short-listed candidates, 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](http://www.sassa.gov.za) or toll free: 0800 60 10 11.**

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