

*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.**

## Mpumalanga External advertisement

**Assistant Manager: Risk Management and Compliance (salary level 9)**

**Salary: R382 245 – R450 255 p.a. exclusive of benefits**

**Location: Regional Office: Nelspruit (REF NO: SAS/MPU/22/17)**

**Minimum Requirements:** The candidate should hold a relevant Degree (NQF 7) / National Diploma (NQF 6) as recognised by SAQA coupled with 3-5 years' experience in the relevant field. Computer literacy and driver's license as added advantage.

**Key Responsibility Areas:** The incumbent will be responsible to investigate identified / fraud cases; conduct awareness programmes; updating Operational Risk Register; assist in the management of the resources in the unit.

**Technical Competencies:** The candidate have technical competencies such as functional/professional knowledge (subject knowledge); planning and organising; innovation/creativity; computer literacy; Policy Analysis and development; manage staff as well as Project Management.

**Assistant Manager: Risk Management & Compliance: Preference will be given to African Male followed by White Male and Coloured Male as at the time of appointment**

**Clerk: Facilities Management & Auxiliary Support: (salary level 5)**

**Salary: R176 310 – R207 681 p.a. exclusive of benefits**

**Location: Regional Office: Nelspruit: (REF NO: SAS/MPU/22/18)**

**Minimum Requirements:** The candidate should hold Matric Certificate (NQF Level 4) with 0 – 1 year working experience. Computer literacy and a valid driver's license as added advantage.

**Key Responsibility Areas:** The incumbents will responsible to assist with the administrative functions pertaining to Pool Vehicles and Facilities within the Region; assist with the administrative support services such as: Registry, rendering of services through 3<sup>rd</sup> parties (cleaning, catering, etc.), travel arrangements; facilitate the movement of furniture and equipment and to facilitate the maintenance of buildings.

**Clerk: Facilities Management & Auxiliary Support: Preference will be given to African Female followed by Coloured Female and followed by White female as at the time of appointment**

**Important notes:** This position is 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.

**Closing date: 28 March 2022**

Applicants interested in applying for this post should send their applications (fully completed and signed new Z83, a detailed comprehensive CV, certified copies of qualifications; driver's license, and ID which are not older than 6 Months) quoting the relevant reference number and position name as per the advert. **Attention Manager: HCM, Postal Address: Private Bag X11230, Nelspruit, 1200. Hand delivery: SASSA House, 18 Ferreira Street, Nelspruit 1200.**

*Correspondences will only be limited to the shortlisted 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.*

**Enquiries: Myeni MB: (013 754 9481): A Ngomane: (013 754 9334)**

Toll free: 0800 60 10 11  
www.sassa.gov.za

SASSA News @OfficialSASSA



social development  
Department  
Social Development  
REPUBLIC OF SOUTH AFRICA



TOGETHER WE CAN BUILD THE COUNTRY