



*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.

Regional Executive Manager
Salary: R1 521 591- R1 714 074 p.a. inclusive of benefits
Location: Kwa Zulu Natal (Ref No SAS KZN 25/07/21-06)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF level 7) plus a post graduate qualification (NQF level 8) as recognized by SAQA in the relevant field coupled with 8-10 years' experience at senior managerial level in the relevant field; Certificate for entry into the SMS (Senior Management Service) endorsed by the National School of Government; The candidate should be a strategic thinker and have management skills as well as understanding of government and all relevant legislation / prescripts / policies; Computer literacy and a valid driver's licence are essential.

The candidate will manage social security and provide support to enable service delivery units to render effective and efficient social security service within the Region; Provide strategic leadership and management in respect of the implementation of social assistance programme in the Region; Maintain ethics of the Agency for the business chain in the region; Implement programmes and projects in accordance with the Agency's mandate, compliance with the SASSAA Act and as directed by the Executive Directives; Ensure the standardization and implementation of the services of the Agency within the Region as well as good governance; Implement corporate support services strategies in the Region; Provide an effective, efficient and sound financial management services; Manage information and communication technology services; Ensure that social security operations and strategies are implemented and rolled out in the Region to enhance productivity and the Agency's footprint; Manage the various components at the Regional level as well as the associated staff to ensure the achievement of goals and objectives set in the Agency's business and financial plan.

Preference will be given to Coloureds / Whites/ People with Disability.

Applications for the above position at KwaZulu Natal must be sent to vuyiapplications@sassa.gov.za

Enquiries: Ms V Mkhathswa (012) 400 2523.

General Manager: Internal Audit (Re-advertisement)
Salary: R1 251 183 – R1 495 956 p.a. inclusive of benefits
Location: Head Office (Ref No. SAS H/O 25/07/21-07)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF level 7) as recognized by SAQA in the relevant field coupled with 5 years' experience at a senior management level in the relevant field; Certificate for entry into the SMS (Senior Management Service) endorsed by the National School of Government; The CIA (Certified Internal Auditor) qualification will be an added advantage; Knowledge of Team Mate, ACL (Audit Command Language), Bowl Owl Software, Computer literacy and a valid driver's license are essential. A post graduate qualification (NQF Level 08) as recognized by SAQA in the relevant field will be an added advantage.

The candidate will ensure good corporate governance within SASSA through the provisioning of Internal Audit and Risk Management Services; Manage and lead the development and implementation of an internal audit risk management strategy for the Agency; Manage the internal audit function within the Agency to enhance compliance and maximize efficiency of internal controls; Provide strategic support services to the Internal Audit Committee; Management of the Department, resources and matters pertaining to staff.

Preference will be given to African Male/ White Male/female/ People with Disability.

Applications for the above position at Head Office must be sent to patrickapplications@sassa.gov.za

Enquiries: Mr P Seeletse (012) 400 2188.

Senior Manager: Operations Management
Salary: R1 057 326- R1 245 495 p.a. including benefits
Location: Free State Region (Ref No: SAS FS 25/07/21-08)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF Level 7) as recognized by SAQA in the relevant field 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; Applied research experience in qualitative and quantitative methods; Knowledge of contributory and non-contributory social security system; Computer literacy and a valid driver's license are essential. A post graduate qualification (NQF Level 08) as recognized by SAQA in the relevant field will be an added advantage.

The incumbent will facilitate the operational implementation and integration of service delivery innovation initiatives in the Region; Manage, monitor, implement, integrate and operationalize SASSA programmes, projects and norms and standards; Manage, develop, monitor, implement and operationalize service delivery initiatives; Implementation of the grant value chain and grants administration processes within all Districts and Local Offices; Provide leadership in order to enhance the Unit performance and outputs of the Unit; Manage resources and matters pertaining to staff.

Preference will be given to African Female followed by African Male / White Male / White Female and People with Disability respectively.

Applications for the above position at Free State Region must be sent to ApplicationsFS@sassa.gov.za

Enquiries: Mr A Mvala/ Mr T Radebe (051) 410 8409/ 8396

General Manager: Grants Administration X2
Salary: R1 251 183 – R1 495 956 p.a. including benefits
Location: Limpopo Regional Office (Ref No. SAS LP 25/07/21-09)
Location: North West Regional Office (Ref No. SAS NW 25/07/21-10)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF level 7) as recognized by SAQA in the relevant field coupled with 5 years' experience at a senior management 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 mandate, policies, legislation, Social Security, Poverty Alleviation; Understanding demographics of the province and social-economics realities experience; Computer literacy and a valid driver's license are essential. A post graduate qualification (NQF level 08) in the relevant field will be an added advantage.

The candidate will manage the grant administration programme in the Region; Manage the operations pertaining to grant administration; Implement national norms and standards; Co-ordinate and integrate regional service delivery; Manage stakeholder collaborations; Ensure training of medical officers; Manage assessment processes; Implement policy regarding assessment of grants;

Administer appeals arising out of rejected applications; Manage customer care; Implement national norms and standards.; Manage the call centre; Manage public queries; Initiate customer satisfaction surveys; Manage contracts with external service providers; Monitor and evaluate contracts and manage SLA's of external service providers; Analyze the activities of helpdesks at paypoints to determine the quality of service delivery by external service providers; Provide advice pertaining to invoking penalty clauses pertaining to service delivery by external service providers; Manage the maintenance of beneficiary records and systems; Manage business processes on reviews, life certificates and lapsing; Manage intra and inter transfers of beneficiaries; Manage the Document Warehouse for all types of Grants files; Provide leadership in order to enhance the Unit performance and outputs of the Unit; Develop, Implement and Maintain policies and procedures; Ensure adherence to policies and procedures; Implement Risk Management Strategies for the Unit and manage Audit findings; Ensure adherence to Section 57 (Responsibilities of other Officials) of the Public Finance Management Act (PFMA, Chapter 6, Part 3); Provide reports to management on matters within the Unit; Provide direction, advise and support to Regions on functional matters of the Unit; Manage resources and matters pertaining to staff;

Limpopo: Preference will be given to the African Female.

Applications for the above position at Limpopo Region must be sent to applicationsLP@sassa.gov.za

Enquiries: Mr A Netshifhefhe (015) 291 7425

North West: Preference will be given African Female followed by White Female and People with Disability, respectively.

Applications for the above position at North West must be sent to tinymoapplications@sassa.gov.za

Enquiries: Mr V Kraai (018) 397 3410 / 3327

District Manager X 4
Salary: R1 057 326 – R1 245 495 p.a. inclusive of benefits
Location: KwaZulu Natal:Ulundi District (Ref No. SAS KZN 25/07/21-11)
Durban District (Ref No. SAS KZN 25/07/21-12)
Location: Mpumalanga: Ehlanzeni District (Ref No SAS MP 25/07/21-13)
Gert Sibande District ((Ref No. SAS MP 25/07/21-14)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF Level 7) as recognized by SAQA in the relevant field 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 and legislation; Knowledge of social security management and poverty alleviation matters; Computer literacy and a valid driver's license are essential. A post graduate qualification (NQF level 08) in the relevant field will be an added advantage.

The candidate will manage the delivery of services pertaining to the grants administration and render support in the District; Support Local Offices in the performance of the delivery of grant administration services; Provide administrative support services to the District Office; Provide leadership in order to enhance the Unit performance and outputs of the Unit; Manage resources and matters pertaining to staff.

KwaZulu Natal - Ulundi District - Preference will be given to People with Disability / African Female followed by Indian Female and White Female, respectively.

KwaZulu Natal - Durban District - Preference will be given to People with Disability / African Female followed by Indian Female and White Female, respectively.

Applications for the above positions at KwaZulu Natal (Ulundi and Durban) must be sent to applicationsKZN@sassa.gov.za

Enquiries: Mr J Phoseka (033) 846 3456/ 3334/3330

Mpumalanga: Ehlanzeni District - Preference will be given to African Male followed by White Female and African Female, respectively.

Mpumalanga: Gert Sibande District - Preference will be given to African Female followed by White Female and African Male, respectively.

Applications for the above positions at Mpumalanga (Ehlanzeni & Nkangala) must be sent to applicationsMP@sassa.gov.za

Enquiries: Ms Z Thabethe (013) 754 9334/ 9337

Senior Manager: Legal Services X2
Salary: R1 057 326 – R1 245 495 p.a. inclusive of benefits
Location: Western Cape Regional Office (Ref No SAS 25/07/21-15)
Location: Mpumalanga Regional Office (Ref No. SAS 25/07/21-16)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF Level 7) as recognized by SAQA in the relevant field 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; Admission as an attorney, Computer literacy and a valid driver's license is essential. An admission as an Attorney/Advocate will serve as an advantage.

The candidate will be responsible to provide efficient and effective legal support services; Ensure uniformity in the management and administration of contracts; Management of litigation by and against the Agency; Ensure that SASSA policies are in line with statutory legislation; Provide leadership in order to enhance the performance and outputs of the Unit; Manage resources and matters pertaining to staff.

Western Cape: Preference will be given to African Male followed by Coloured Male and Coloured Female, respectively.

Applications for the above position at Western Cape Region must be sent to WC-Applications@sassa.gov.za.

Enquiries: Ms M De Wet (021) 469 0422 / 0455

Mpumalanga: Preference will be given to African Female followed by African Male and Coloured Male, respectively.

Application for the above position at Mpumalanga Region must be sent to zaneleapplications@sassa.gov.za

Enquiries: Ms Z Thabethe (013) 754 9334/ 9337

Senior Manager: Facilities Management and Auxiliary Services X2
Salary: R1 057 326 – R1 245 495 p.a. inclusive of benefits
Location: Gauteng Regional Office: (Ref No. SAS GP 25/07/21-17)
Location: North West Regional Office (Ref No. SAS NW 25/07/21-18)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF Level 7) as recognized by SAQA in the relevant field 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 the PFMA, OHS, GIAMA, Project Management and Building industry regulations; Computer literacy and a valid driver's license are essential. A post graduate qualification (NQF Level 08) as recognized by SAQA in the relevant field will be an added advantage

The candidate will provide facilities management and auxiliary support services; Facilitate the planning and acquisition of the Regions's property needs; Ensure efficient and effective facilities maintenance; Provide effective and efficient transport services; Ensure efficient and effective general support services; Provide leadership in order to enhance the performance and outputs of the Unit; Manage resources and matters pertaining to staff

Preference will be given to Coloured Female / People with Disability followed by African Female and White Male, respectively.

Applications for the above position at Gauteng Region must be sent to ApplicationsMau@sassa.gov.za

Enquiries: Ms M Malivha (011) 241 8563/8403/8418

Preference will be given to African Male followed by African Female and People with Disability, respectively.

Applications for the above position at North West Region must be sent to applicationsNW@sassa.gov.za

Enquiries: Mr V Kraai (018) 397 3410 / 3327

General Manager: Finance X2
Salary: R1 251 183 – R1 495 956 p.a. inclusive of benefits
Location: Gauteng Regional Office (Ref No. SAS GP 25/07/21-19)
Location: Mpumalanga Regional Office (Ref No. SAS MP 25/07/21-20)
Duration: Permanent

The candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF level 7) as recognized by SAQA with Financial Accounting as a major subject coupled with 5 years' experience at a Senior Management level in the various disciplines related to Financial Management; Certificate for entry into the SMS (Senior Management Service) endorsed by the National School of Government; Extensive knowledge, experience, interpretation and application of accrual accounting and GRAP standards, SA-GAAP and IFRS; Knowledge of Public Finance Management Act (PFMA), Treasury Regulations on public entity's and other relevant regulations; ERP knowledge on Oracle or SAP or AccPacc or accrual accounting compliant systems and a valid driver's license are essential; A post graduate qualification (NQF Level 08) as recognized by SAQA in the relevant field and completed articles will be an added advantage.

The candidate will provide an effective and efficient financial management services in the Region ; Oversee and monitor the Regional Office's budget; Execute and control the Regional budget; Manage MTEF budget processes; Manage the revenue and expenditure of the Region; Ensure alignment of the Regional strategic plan to the budget; Report on financial affairs of the Region; Oversee and manage the Regional Office's financial accounting functions; Manage banking services; Manage salary related matters; Render financial administration service i.r.o Debtors, Creditors, Financial System and Loss Control; Analyze / compile financial statements; Transfer payments; Manage the Regional Office's supply chain management services; Support the procurement process; Ensure that consumable stores are maintained in terms of relevant policies; Manage the asset management function in the Region; Provide leadership in order to enhance the Unit performance and outputs of the Unit; Develop, Implement and Maintain policies and procedures; Ensure adherence to policies and procedures; Implement Risk Management Strategies for the Unit and manage Audit findings; Ensure adherence to Section 57 (Responsibilities of other Officials) of the Public Finance Management Act (PFMA, Chapter 6, Part 3); Provide reports to management on matters within the Unit; Provide direction, advise and support to Regions on functional matters of the Unit; Manage resources and matters pertaining to staff.

Gauteng- Preference will be given to Coloured Male / People with Disability followed by African Female and White Male, respectively.

Applications for the above position at Gauteng Regional Office must be sent to ApplicationsMau@sassa.gov.za

Enquiries: Ms M Malivha (011) 241 8563/8403/8418

Mpumalanga - Preference will be given to African Female followed by African Male and Coloured Female, respectively.

Applications for the above position at Mpumalanga Regional Office must be sent to applicationsMP@sassa.gov.za

Enquiries: Ms Z Thabethe (013) 754 9334/ 9337

Senior Manager: Financial Accounting
Salary: R1 057 326 – R1 245 495 p.a. inclusive of benefits
Location: North West Regional Office (Ref No SAS NW 25/07/21-21)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF Level 7) as recognized by SAQA in the relevant field with Financial Accounting as a major subject, 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; Extensive knowledge, experience, interpretation and application of accrual accounting and GRAP standards, SA-GAAP, IFRS; Knowledge of Public Finance Management Act (PFMA), Treasury Regulations on public entity and other relevant regulations; ERP knowledge on Oracle or SAP or AccPacc or accrual accounting compliant systems and a valid driver's license are essential. A post graduate qualification (NQF Level 08) as recognized by SAQA in the relevant field and completed articles will be an added advantage

The candidate will be responsible to ensure the development and implementation of a comprehensive set of financial accounting mechanisms for the Agency to facilitate accountability, compliance and reporting; Provide effective revenue and debt management services; Manage the expenses and recording of all the financial obligations for the Region within available funding and provide cashier functions; Administer salaries in the Region; Administer and maintain financial accounts; Provide leadership in order to enhance the performance and outputs of the Unit; Manage resources and matters pertaining to staff.

Preference will be given to African Male followed by African Female and

White Female, respectively.

Applications for the above position must be sent to applicationslebo@sassa.gov.za

Enquiries: Mr V Kraai (018) 397 3410 / 3327

Senior Manager: Supply Chain Management X3
Salary: R1 057 326- R1 245 495 p.a. including benefits
Location: North West Regional Office (Ref No: SAS NW 25/07/21-22)
Location: Mpumalanga Regional Office (Ref No: SAS MP 25/07/21-23)
Location: Free State Regional Office: Re-advertisement (Ref No: SAS FS 25/07/21-24)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF Level 7) as recognized by SAQA in the relevant field coupled with 5 years' 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; Extensive knowledge, experience, interpretation and application of accrual accounting and GRAP standards, SA-GAAP, IFRS; Knowledge of Public Finance Management Act (PFMA), Treasury Regulations on public entity and other relevant regulations; ERP knowledge on Oracle or SAP or AccPacc or accrual accounting compliant systems and a valid driver's license are essential. A post graduate qualification (NQF Level 08) as recognized by SAQA in the relevant field and completed articles will be an added advantage. The candidate will provide an integrated supply chain management service to the Agency; Provide supply chain demand management services; Acquire goods and services in a fair, equitable / competitive and cost-effective manner; Provide an asset management function and administer movable assets; Ensure compliance of procurement policies and legislation; Provide leadership in order to enhance the Unit performance and outputs of the Unit; Manage resources and matters pertaining to staff.

North West - Preference will be given to African Female followed by White Female and People with Disability, respectively.

Applications for the above position at North West Regional Office must be sent to applicationslebo@sassa.gov.za

Enquiries: Mr V Kraai (018) 397 3410 / 3327Mpumalanga:

Preference will be given to African Male followed by African Female and White Male, respectively. Applications for the above position at Mpumalanga Regional Office must be sent to zaneleapplications@sassa.gov.za

Enquiries: Ms Z Thabethe (013) 754 9334/ 9337

Free State - Preference will be given to African Female followed by African Male / White Male / White Female and People with Disability, respectively.

Applications for the above position at Free State Region must be sent to ApplicationsFS@sassa.gov.za

Enquiries: Mr A Mvala/ Mr T Radebe (051) 410 8409/ 8396

Senior Manager: Human Capital Management
Salary: R1 057 326 – R1 245 495 p.a. inclusive of benefits
Location: North West Regional Office: (Ref No SAS NW 25/07/21-25)
Duration: Permanent

Candidates should hold an undergraduate qualification with a minimum of 480 credits (NQF Level 7) as recognized by SAQA in the relevant field 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; The candidate must have a broad understanding of the Public Service Management Framework as well as the SASSA Act; Computer literacy and possession of a valid drivers' licence are essential. A post graduate qualification (NQF Level 08) as recognized by SAQA in the relevant field will be an added advantage.

The candidate will provide human capital management services; Provide a human capital provisioning services in the Region; Provide a corporate health and wellbeing service; Coordinate /manage the implementation of employment equity workplace programmes; Facilitate human capital development in the Region; Promote and ensure sound labour relations in the Agency; Ensure effective management, implementation, maintenance and monitoring of performance management in the region and aligned to Head Office directive; Manage and lead Team.

North West - Preference will be given African Female followed by White Female and People with Disability, respectively.

Applications for the above position must be sent to applicationsNW@sassa.gov.za

Enquiries: Mr V Kraai (018) 397 3410 / 3327

Important notes: All these positions are advertised with the minimum requirements. Appointments will be subjected to compulsory preemployment screening in the form of qualification, reference, ITC, criminal checks and compulsory competency assessment. 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: 09 August 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) to emails indicated on each position. Kindly note that copies of qualification, certificate, ID and driver's license etc, should be submitted upon request.

General Enquiries:

Mr Tlou Moloto - Tel No: (012) 400 2326
Ms Pamela Tshetu - Tel No: (012) 400 2264
Ms Salome Maluleke - Tel No: (012) 400 2057

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

Candidates who previously applied for any re-advertised posts, must re-apply.

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

SASSA News @OfficialSASSA



social development
Department
Social Development
REPUBLIC OF SOUTH AFRICA

