



# LIMPOPO

PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

## DEPARTMENT OF SOCIAL DEVELOPMENT

Ref : S3/1/1  
Enq : Phala PM  
To : All Government Departments



DEPARTMENTAL CIRCULAR NO 23 OF 2018

### ADVERTISEMENT OF VACANT POSTS

1. Applications are hereby invited from suitably qualified candidates for vacant posts as per the attached "Annexure A".
2. Applications should be submitted on the Z83 form obtainable from any Government Institution and must be accompanied by a comprehensive CV and originally certified copies of required qualifications, driver's licence and ID document.
3. Applications should be directed to the addresses listed in "Annexure B".
4. The closing date for applications is **21 September 2018** at 16h00.
5. The Department of Social Development is an equal opportunity and Affirmative Action Employer. People with disabilities are encouraged to apply. Correspondence will be entered into with short listed candidates only.

**NB:** Late applications, faxed or e-mailed applications will not be considered. If you don't hear from us within 90 days of the closing date, kindly accept that your application has been unsuccessful. However should there be any dissatisfaction, applicants are hereby advised to seek reasons for the above administration action in terms of PAJA, Act 3 of 2000. Successful candidates will be subjected to personnel suitability checks on criminal records, citizenship, employment reference, educational qualifications and where applicable, financial records.

6. The contents of this Circular will also be posted on the following websites: [www.dsd.limpopo.gov.za/](http://www.dsd.limpopo.gov.za/) [www.limpopo.gov.za/](http://www.limpopo.gov.za/) [www.dpsa.gov.za](http://www.dpsa.gov.za) and [www.vukuzenzele.gov.za](http://www.vukuzenzele.gov.za)
7. General enquiries about the advertised posts should be directed to Mr PM Phala/ Mr MJ Sekgobela or Ms ME Gafane at 015 230 4407/4315/4426

  
Ms Ramokgopa MD

03/09/2018  
Date

Head of Department

Olympic Towers, 21 Biccard Street, Polokwane, 0699, Private Bag X 9710, Polokwane, 0700  
Tel: 015 230 4300 Fax: 015 291 1081  
Website: [www.dsd.limpopo.gov.za](http://www.dsd.limpopo.gov.za)

## **ANNEXURE A**

### **POST NO 01: SOCIAL WORK SUPERVISOR [09 POSTS]**

**SALARY LEVEL: GRADE 1**

**SALARY: COMMENCING SALARY NOTCH: R363 507**

**CENTRE: PROVINCIAL OFFICE=01 [REF: DSD/62], CAPRICORN=02 [REF: DSD/63], SEKHUKHUNE=01 [REF: DSD/64], VHEMBE=02 [REF: DSD/65], WATERBERG=01 [REF: DSD/66], MOPANI=02 [REF: DSD/67]**

**MINIMUM REQUIREMENTS:** An undergraduate (NQF level 7) in Social Work as recognised by SAQA. Minimum of seven (07) years' appropriate experience as a Social Worker. Registration with South African Council for Social Service Professions (SACSSP). A valid driver's licence.

**KNOWLEDGE: SKILLS AND COMPETENCIES:** Computer Literacy. Interpersonal skills. Communication skills. Report writing skills. Financial Management skills. Knowledge of relevant acts and regulations in Social Work. Knowledge of relevant programmes in Social Work. Knowledge and experience in Community Based Services for Children and Youth (Isibindi) will be an added advantage. People management.

**DUTIES: KEY PERFORMANCE AREAS:** Manage the implementation of Community Based Services for Children and Youth within the Municipalities. Supervise Social Service Practitioners attached to NPO rendering Community Based Services for Children and Youth. Ensure that Social Work Services are rendered with regard to care, support, protection and development of vulnerable individual, groups, families and communities through the relevant programmes. Facilitate the registration, funding and monitoring of NGOs. Render support, supervise and advise Social Workers, Social Auxiliary Workers and volunteers. Rendering counselling to clients.

**"ANNEXURE B"**

**DEPARTMENT OF SOCIAL DEVELOPMENT**

**LIST OF ADDRESSES FOR PURPOSES OF DIRECTING APPLICATIONS**

<b>STATION</b>	<b>TEL NO</b>	<b>POSTAL ADDRESS</b>	<b>PHYSICAL ADDRESS</b>
<b>PROVINCIAL OFFICE</b>	015 230 4300	Head of Department Private Bag X9710 POLOKWANE 0700	21 Biccard Street Olympic Towers Ground Floor, Office 30 POLOKWANE
<b>CAPRICORN</b>	015 290 9000	District Director Private Bag X9709 POLOKWANE 0700	34 Hans van Rensburg POLOKWANE 0699
<b>SEKHUKHUNE</b>	015 632 9900	District Director Private Bag X80 LEBOWAKGOMO 0737	Old Parliament Building LEBOWAKGOMO
<b>VHEMBE</b>	015 962 4958	District Director Private Bag X5040 THOHOYANDOU 0950	Old Parliament Building THOHOYANDOU
<b>WATERBERG</b>	014 718 1700	District Director Private Bag X1051 MODIMOLLE 0510	Corner Elias Motswaledi & Thabo Mbeki Street
<b>MOPANI</b>	015 811 4300	District Director Private Bag X9689 GIYANI 0826	Unigaz Road GIYANI