



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 20 OF 2018



ADVERTISEMENT OF VACANT POST

1. Applications are hereby invited from suitably qualified candidates for vacant post 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 and ID document.
3. Applications should be addressed to: The Head of Department, Private Bag X9710, POLOKWANE, 0700 or hand delivered at: 21 Biccard Street, Olympic Towers Building. Ground Floor, Office no 30.
4. The closing date for applications is **24 August 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/ www.limpopo.gov.za/ www.dpsa.gov.za and 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

03/08/2018
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

ANNEXURE A

POST NO 01: SOCIAL WORK SUPERVISOR [02 YEAR CONTRACT]

REF: DSD/56

SALARY LEVEL: GRADE 1

SALARY: COMMENCING SALARY NOTCH: R363 507 + 37% IN LIEU OF BENEFITS

CENTRE: DSD PROVINCIAL OFFICE: ECD

MINIMUM REQUIREMENTS: An undergraduate (NQF level 7) in Social Work as recognised by SAQA. Seven (07) years' experience as a Social Worker. Experience in the field of ECD and Partial Care will serve as an added advantage. Registration with South African Council for Social Service Professions (SACSSP).

KNOWLEDGE: SKILLS AND COMPETENCIES: Knowledge of ECD Conditional Grants. Education and Social Development strategies and programmes pertaining to ECD. Government policies and approach to ECD. Programme and project management skills. Information and knowledge management skills. People management and empowerment skills. Communication and coordination skills. Planning and organising skills. Policy implementation skills. Business ethics skills. Computer Literacy.

DUTIES: KEY PERFORMANCE AREAS: Manage and facilitate the implementation of ECD policies, strategies, minimum technical norms and standards, including practice guidelines in respect of early childhood development conditional grant. Provide technical support to the ECD programme and ensure that all deliverables of the ECD conditional grant are met. Consolidate provincial reports in line with the ECD Conditional Framework. Manage and facilitate capacity building on the ECD conditional grant. Manage and monitor funded ECD Centres.