

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



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.

General Manager: Grants Administration (Re- Advertisement)
Salary: R1 308 051 – R1 563 948 p.a. inclusive of benefits
Location: Limpopo Regional Office (Ref No. SAS LP 12/03/23-01)
Salary: R1 073 187- R 1 264 176 p.a. including benefits
Duration: Permanent

Candidates should hold an undergraduate qualification (NQF level 7) as recognized by SAQA in Management and/ or Public Administration 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; Knowledge of SASSA's mandate, policies, legislation, Social Security, Poverty Alleviation; Understanding the demographics of the province and social-economics realities experience; Computer literacy and a valid driver's license are essential.

The incumbent will manage the operations pertaining to the grant value chain; Manage customer care; Manage contracts with external service providers; Manage the maintenance of beneficiary records and systems; Provide leadership in order to enhance the Unit performance and outputs of the Unit; and Manage resources and matters pertaining to staff.

Applications for the above position must be sent to ApplicationsLP@sassa.gov.za enquiries: Ms Manyama ML Tel: 015 291 7411/ 7481

Senior Manager: Facilities Management and Auxiliary Services (X2)
Salary: R1 105 383- R 1 302 102 p.a. including benefits
Location: North West Regional Office: (Ref No. SAS NW 12/03/23-02)
Location: Limpopo Regional Office (Ref No. SAS LP 12/03/23-03)
Duration: Permanent

Candidates should hold an undergraduate qualification (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 incumbent will facilitate the planning and acquisition of the Region'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 Unit performance and outputs of the Unit; and Manage resources and matters pertaining to staff.

Applications for the above position must be sent to ApplicationsNW@sassa.gov.za. Enquiries: Mr V Kraai (018) 397 3410 / 3327 (North West Regional Office)

Applications for the above position must be sent to ApplicationsLP@sassa.gov.za enquiries: Ms Manyama ML Tel: 015 291 7411/ 7481 (Limpopo Regional Office)

District Manager: Mopani District Office
Salary: R1 105 383- R 1 302 102 p.a. inclusive of benefits
Location: Limpopo Regional Office– (Ref No. SAS LP 12/03/23-04)
Duration: Permanent

Candidates should hold an undergraduate qualification (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; 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.

The incumbent will support local offices in the performances 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; and Manage resources and matters pertaining to staff.

Applications for the above position must be sent to ApplicationsLP@sassa.gov.za enquiries: Ms Manyama ML Tel: 015 291 7411/ 7481 (Limpopo Regional Office)

Senior Manager: Communication and Marketing
Salary: R1 105 383- R 1 302 102 p.a. including benefits
Location: Northern Cape Regional Office (Ref No. SAS NC12/02/23-05)
Duration: Permanent

Candidates should hold an undergraduate qualification (NQF Level 7) as recognized by SAQA in Public Relations Management / Communications / Marketing Management coupled with 5 years of experience at a middle/ senior managerial level in Communications and Marketing; Certificate for entry into the SMS (Senior Management Service) endorsed by the National School Certificate for entry into the SMS (Senior Management Service) endorsed by the National School of Government; Computer literacy and a valid driver's license are essential.

The incumbent will provide branding and publication services; Provide an internal communication service; Improve organizational efficiency through the provision of an integrated change management service in the Region; Provide leadership in order to enhance the Unit performance and outputs of the Unit; and Manage resources and matters pertaining to staff

Applications for the above position must be sent to ApplicationsRO@sassa.gov.za enquiries regarding this position, please contact Ms Nelisiwe Cele Tel: (053) 802 4956.

Senior Manager: Business Improvement and Systems
Salary: R1 105 383- R 1 302 102 p.a. including benefits
Location: Head Office- Pretoria (Ref No. SAS HO12/02/23-06)
Duration: Permanent

Candidates should hold an undergraduate qualification (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; of which 3 years' experience should be in management of business processes and systems improvement; Knowledge of administration and payments systems; Demonstrable experience in managing innovative solutions, stakeholder engagement, project Management will be an added advantage; Knowledge and understanding of applicable systems including relevant acts and prescripts; Certificate for entry into the SMS (Senior Management Service) endorsed by the National School of Government; Computer literacy and a valid driver's licence are essential.

The incumbent will design and develop business improvement mechanisms for benefits administration and support functions; Define and review service delivery norms and standards; Develop national implementation frameworks and guidelines for business performance improvements; Lead business process reengineering endeavors for the branch and drive change management in ensuring that changes are implemented. Quality assurance of business process outputs; Manage the business systems used to manage grants administration and support functions; Manage special projects in accordance with accepted project management methodology and life cycle; Participate in the development of a comprehensive end to end automated business system; Drive continuous improvement and achievement of the strategic SASSA automation agenda; Provide leadership in order to enhance the Unit performance and outputs of the Unit; and Manage resources and matters pertaining to staff

The application for the above position must be sent to tlouapplications@sassa.gov.za Enquiries: Mr Tlou Moloto - 012 400 2326.

Manager: Risk Management
Salary: R 766 584– R 903 006 p.a. exclusive of benefits
Location: Head Office- Pretoria (Ref No. SAS HO12/02/23-07)
Duration: Permanent

Candidates should hold an undergraduate qualification (NQF Level 6/7) in Risk Management/ Governance/Compliance as recognized by SAQA coupled with a minimum of 1-2 years management experience in the relevant field. 3 years management experience in Governance, Risk and Compliance and/ or Project Risk Management will be an added advantage. Post graduate degree or diploma in Risk Management, Governance and Compliance will also be an added advantage.

Competencies: In depth knowledge of the legislation regulating risk management policies and practices. Proven presentation skills, planning and organizing skills, ability to meet deadlines, strong interpersonal, written and verbal communication skills, report writing skills, computer literacy and a valid driver's license is essential.

The incumbent will identify and evaluate risk areas and develop response strategies. Determine techniques and measures to minimize the impact of potential risks. Develop a risk register and conduct workshops to create & enhance risk management awareness. Assess and identify risk control measures to be utilized in the management of risks to determine their adequacy and relevance. Facilitate the implementation of risk management Framework, Strategy and standards. Monitor and report on all aspects relating to risk management.

Applications for the above position must be sent to Salomeapplications@sassa.gov.za enquiries regarding this position, please contact Ms Salome Maluleke Tel: (012) 400 2057

Senior System Administrator (Infrastructure)
R 766 584– R 903 006 p.a. exclusive of benefits
Location: Head Office – Pretoria (Ref No. SAS HO12/02/23-10)
Duration: Permanent

Candidates should hold an undergraduate qualification (NQF Level 6) as recognized by SAQA in the relevant field coupled with 1 - 2 years management experience in the relevant field; Minimum of three (3) years' experience in Systems Administration will be an added advantage; a valid driver's license is essential.

The incumbent will manage Server Infrastructure services; Server Infrastructure specification, configuration and administration; Support, Maintenance and Administration of Basic Systems (Active Directory, Exchange, Skype for Business, DFS/One-drive, SharePoint, TMS); Systems Backup administration and management; Systems monitoring tools maintenance; Develop and maintain disaster recovery plans for server infrastructure and basic services; Manage resources (Human, finance and equipment); Provide leadership and management

The application for the above position must be sent to tlouapplications@sassa.gov.za Enquiries: Mr Tlou Moloto - 012 400 2326

System Analyst (Developer)
R 766 584– R 903 006 p.a. exclusive of benefits
Location: Head Office – Pretoria (Ref No. SAS HO12/02/23-11)
Duration: Permanent

Candidates should hold an undergraduate qualification (NQF Level 6/7) as recognized by SAQA in the Information Technology field coupled with 1-2 years proven management experience in the relevant field; Minimum of three (3) years' experience in system analyst (Developer) is required; a valid driver's license is essential;

Competencies: Great knowledge and understanding to develop user interface using HTML5, CSS3, JavaScript, JQuery, JSON, Asp.net, MVC, Great understanding of VB, C# and Java, Sound knowledge on Mobile Application Development, Strong understanding on Microsoft Development tools, Strong web application development skills, Understand how to create stored procedures and database scripting using MS SQL Server, Good data analysis skill, Intermediate level of using Active Directory, Knowledge on using Microsoft Visual Studio 2017, 2019, Knowledge on Server side programming, Write code to handle cross-browser compatibility issues in Edge, Safari, Firefox, Chrome and Follow Agile/Waterfall development methodologies

The incumbent will be involved in business user requirements gathering and technical walk-through including creating solution overview, Participates in developing system design and coding and testing a software system they have built for the Agency. Collaborate with other analysts to develop complex program logic and program specifications. Deploy changes to production within prescribed standards. Project manage systems development. Apply the Analysis, design, development, and testing phases of the software development lifecycle (SDLC). Manage the Change Management process when implementing new system/functionality. Develop and implement system integration and interfaces with internal and external solutions/systems. Diagnose error(s) on the current systems and provide solutions. Provide technical system support and maintenance.

The application for the above position must be sent to 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 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.

The Agency is an equal opportunity employer. Therefore, Preference will be given to candidates whose appointment will assist the Agency in achieving its Employment Equity targets in terms of the Agency's Employment Equity Plan. Person with Disabilities are strongly encouraged to apply.

Applicants interested in applying for these posts should send their applications (CV and completed New Z83 form) quoting the relevant reference number and position name as per the advert. The subject heading of the email should indicate the reference number and name of the position you are applying for. Applicants must ensure that they send their application to a correct inbox/email indicated on each 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. Failure to comply with the above requirements may result your application being disqualified.

General Enquiries: Ms Pamela Tshetu – Tel (012) 400 2264 or Mr Tlou Moloto - Tel No: (012) 400 2326

Closing date: 27 March 2023.

NB: The closing date for the post of Manager: Risk Assessment is 20 March 2023.

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.

