

**PROVINCIAL ADMINISTRATION: LIMPOPO
DEPARTMENT OF SOCIAL DEVELOPMENT**

The Limpopo Department of Social Development is an equal opportunity and Affirmative Action Employer. Designed race groups, females and People with disabilities are encouraged to apply.



- APPLICATIONS** : Applications for Head Office, Seshego Treatment Centre and Mavambe Secure Care Centre should be addressed to: Head of Department, Limpopo Department of Social Development, Private Bag X9710, Polokwane, 0700 or hand-delivered at 21 Biccard Street, Olympic Towers, Ground Floor Office 030. Applications for Mavambe Secure Care can also be hand delivered at Mavambe Secure Care Centre, 1081 Vuwani Road, Mavambe Village. Applications for various institutions/Districts should be addressed as per the applicant's need:
Polokwane Welfare Complex: Head of Institution: Private Bag X9513, Polokwane, 0700 or hand delivered at Plot 303, Sterkloop, Polokwane, Capricorn District/Sekutupu Old Age Home: The District Director, Private Bag X9709, Polokwane, 0700 or hand delivered at 34 Hans Van Rensburg Polowane.
Sekutupu Old Age Home can also be hand delivered at Sekutupu Old Age Home, Groethoek Hospital, Mathibela Village, Zebediela.
Sekhukhune District: The District Director, Private Bag X80, Lebowakgomo, 0737 or hand delivered at Old Parliament Building Lebowakgomo.
Vhembe District/Thohoyandou CYCC: The District Director, Private Bag X5040, Thohoyandou, 0950 or hand delivered at Old Parliament Building Thohoyandou.
Waterberg District: The District Director, Private Bag X1051, Modimolle, 0510 or hand delivered at Cnr Elias Motswaledi & Thabo Mbeki Street, Modimolle.
Due to closure of Giyani Post Office applications for Mopani District should be physically submitted or addressed via courier to The District Director, at Department of Social Development, Unigaza Road, Giyani Section A, 0826 or Via e-mail: recruitment@dsd.limpopo.gov.za
- CLOSING DATE** : 09 February 2024 at 16h00
- NOTE** : Applications must be submitted on Z83 form obtainable from all Government Departments or can be downloaded from www.dpsa.gov.za; Applicants are not required to submit certified copies of qualifications with their applications but must submit a duly completed Z83 application for employment form, and a detailed CV. Certified copies of qualifications and ID will be submitted by shortlisted candidates. All the recommended candidates will be subjected to personnel suitability checks on criminal records, citizenship and educational qualifications. It is the responsibility of the candidate to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Correspondence will be entered into with the shortlisted candidates only and if you do not receive any response from us within three (03) months after the closing date, you may regard your application as unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to seek reasons for the above administration action in terms of Promotion of Administrative Justice Act (PAJA), Act No. 3 of 2000. Faxed or E-mailed applications will not be considered (with exception for Mopani District). Applicants must clearly indicate the reference number on the Z83. Failure to comply with the above requirements will result in the disqualification of the application. The Department reserves the right to make an appointment in respect of the advertised post. The employment decision shall be informed by the Employment Equity Plan of the Department. Please note: Due to austerity measure, the department will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews.

INTERNSHIPS AND LEARNERSHIP FOR 2024/2025

OTHER POSTS

- POST 02/127** : **INTERNSHIP UNIVERSITY GRADUATES: HUMAN RESOURCE MANAGEMENT REF NO: DSD/2024/09 (X12 POSTS)**
(Period: 12 Months)
- STIPEND** : R6 000 per month

<u>CENTRE</u>	:	Head Office: Polokwane (X3 Posts) Vhembe District (X1 Post) Capricorn District (X2 Posts) Waterberg District (X1 Post) Mopani District (X2 Posts) Sekhukhune District (X2 Posts)
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: National Diploma/Degree in Human Resource Management or equivalent qualification as recognised by SAQA.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsele / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.
<u>POST 02/128</u>	:	<u>INTERNSHIP UNIVERSITY GRADUATES: FINANCE REF NO: DSD/2024/10 (X11 POSTS)</u> (Period: 12 Months)
<u>STIPEND CENTRE</u>	:	R6 000 per month Head Office: Polokwane (X1 Post) Vhembe District (X1 Post) Capricorn District (X2 Posts) Waterberg District (X3 Posts) Mopani District (X2 Posts) Sekhukhune District (X2 Posts)
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: National Diploma/Degree in Financial Management/Financial Accounting or equivalent qualification as recognised by SAQA.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsele / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.
<u>POST 02/129</u>	:	<u>INTERNSHIP UNIVERSITY GRADUATES: INFORMATION TECHNOLOGY REF NO: DSD/2024/11 (X7 POSTS)</u> (Period: 12 Months)
<u>STIPEND CENTRE</u>	:	R6 000 per month Head Office: Polokwane (X1 Post) Vhembe District (X2 Posts) Capricorn District (X1 Post) Waterberg District (X1 Post) Mopani District (X1 Post) Sekhukhune District (X1 Post)
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: National Diploma/Degree in Information Technology/Computer Science or equivalent qualification as recognised by SAQA.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsele / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.
<u>POST 02/130</u>	:	<u>INTERNSHIP TVET GRADUATES: HUMAN RESOURCE MANAGEMENT REF NO: DSD/2024/05 (X4 POSTS)</u> (Period: 12 Months)
<u>STIPEND CENTRE</u>	:	R5 000 per month Vhembe District (X1 Post) Capricorn District (X1 Post) Mopani District (X1 Post) Sekhukhune District (X1 Post)
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: National N Diploma in Human Resource Management as recognised by SAQA.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsele / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.
<u>POST 02/131</u>	:	<u>INTERNSHIP TVET GRADUATES: FINANCE REF NO: DSD/2024/06 (X6 POSTS)</u> (Period: 12 Months)
<u>STIPEND CENTRE</u>	:	R5 000 per month Head Office: Polokwane (X2 Posts) Vhembe District (X1 Post)

		Capricorn District (X1 Post)
		Mopani District (X1 Post)
		Sekhukhune District (X1 Post)
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: National N Diploma in Financial Management or equivalent qualification as recognised by SAQA.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsela / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.
<u>POST 02/132</u>	:	<u>INTERNSHIP TVET GRADUATES: MANAGEMENT ASSISTANT REF NO: DSD/2024/07 (X2 POSTS)</u> (Period: 12 Months)
<u>STIPEND CENTRE REQUIREMENTS</u>	:	R5 000 per month Waterberg District
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: National N Diploma in Management Assistant as recognised by SAQA.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsela / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.
<u>POST 02/133</u>	:	<u>INTERNSHIP TVET GRADUATES: PUBLIC MANAGEMENT REF NO: DSD/2024/08 (X3 POSTS)</u> (Period: 12 Months)
<u>STIPEND CENTRE REQUIREMENTS</u>	:	R5 000 per month Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: National N Diploma in Public Management as recognised by SAQA.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsela / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.
<u>POST 02/134</u>	:	<u>LEARNERSHIP TVET WORKPLACE EXPERIENCE: HUMAN RESOURCE MANAGEMENT REF NO: DSD/2024/01 (X5 POSTS)</u> (Period: 18 Months)
<u>STIPEND CENTRE</u>	:	R3 500 per month Polokwane Welfare Complex (X1 Post) Seshego Treatment Centre (X1 Post) Thohoyandou Child & Youth Care Centre (X1 Post) Sekutupu Old Age Home (X1 Post) Mavambe Secure Care Centre (X1 Post)
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: N6 Certificate in Human Resource Management as recognised by SAQA. Confirmation letter from the TVET College that the Learner is in need of workplace experience.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsela / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.
<u>POST 02/135</u>	:	<u>LEARNERSHIP TVET WORKPLACE EXPERIENCE: FINANCE REF NO: DSD/2024/02 (X4 POSTS)</u> (Period: 18 Months)
<u>STIPEND CENTRE</u>	:	R3 500 per month Polokwane Welfare Complex (X1 Post) Seshego Treatment Centre (X1 Post) Thohoyandou Child & Youth Care Centre (X1 Post) Mavambe Secure Care Centre (X1 Post)
<u>REQUIREMENTS</u>	:	Qualifications and Competencies: N6 Certificate in Financial Management or equivalent qualification as recognised by SAQA. Confirmation letter from TVET College that the Learner is in need of workplace experience.
<u>ENQUIRIES</u>	:	General enquiries about the advertised posts should be directed to Ms PN Mabitsela / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.

POST 02/136 : **LEARNERSHIP TVET WORKPLACE EXPERIENCE: PUBLIC MANAGEMENT REF NO: DSD/2024/03 (X4 POSTS)**
 (Period: 18 Months)

STIPEND CENTRE : R3 500 per month
 : Seshego Treatment Centre (X1 Post)
 : Thohoyandou Child & Youth Care Centre (X1 Post)
 : Sekutupu Old Age Home (X1 Post)
 : Mavambe Secure Care Centre (X1 Post)

REQUIREMENTS : Qualifications and Competencies: N6 Certificate in Public Management as recognised by SAQA. Confirmation letter from the TVET College that the Learner is in need of workplace experience.

ENQUIRIES : General enquiries about the advertised posts should be directed to Ms PN Mabitsela / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.

POST 02/137 : **LEARNERSHIP TVET WORKPLACE EXPERIENCE: MANAGEMENT ASSISTANT REF NO: DSD/2024/04 (X2 POSTS)**
 (Period: 18 Months)

STIPEND CENTRE : R3 500 per month
 : Polokwane Welfare Complex (X1 Post)
 : Sekutupu Old Age Home (X1 Post)

REQUIREMENTS : Qualifications and Competencies: N6 Certificate in Management Assistant as recognised by SAQA. Confirmation letter from the TVET College that the Learner is in need of workplace experience.

ENQUIRIES : General enquiries about the advertised posts should be directed to Ms PN Mabitsela / Mr QLM Mogotlane / Ms ME Gafane Tel No: (015) 230 4315/4375/4418.