

*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: Corporate Services (Re-advertisement)**  
**Salary: R 1,494,900–R 1,787,328 p.a. inclusive of benefits**  
**Location: Western Cape Regional Office– (Ref No: SAS WC07/08/25-01)**  
**Location: Gauteng Regional Office-(Ref No: SAS GP07/08/25-02)**  
**Nature of Position: Permanent**

**Minimum Requirements:** Candidates should hold a relevant qualification at NQF Level 7 as recognized by SAQA in the field of Commerce/ Human Sciences/ Social work/Legal/Communication/Property or Facilities Management or Built Environment.

**Experience:** Minimum of 5 years' relevant experience at a Senior Managerial level in Corporate Services.

**Knowledge and Skills:** Functional, Professional Knowledge (subject knowledge), Planning & Organizing, Innovation, Creativity, Policy Analysis and Development, Manage Staff, Project Management, Manage Finance, Strategic Thinking and Planning, Facilities Management; Computer literacy and valid driver's license.

**Key performance:** The incumbent will manage the provision of Human Capital Management Services, Manage the provision of Legal Services in the region, Manage the provision of Facilities Management and Auxiliary Support Services in the Region, Manage the provision of Communication services in the region, Manage ICT services in the Region, Provide leadership and strategic direction within the region, manage the optimal utilisation of resources and staff in the department.

**NB: The SMS Pre-entry Certificate will be required prior to appointment.**

**Application for the position at Western Cape Region must be sent to [linksapplications@sassa.gov.za](mailto:linksapplications@sassa.gov.za) Enquiries: Mr. John Links on (021) 469 0268.**

**Application for the position in Gauteng Region must be sent to [ApplicationsMas@sassa.gov.za](mailto:ApplicationsMas@sassa.gov.za) Enquiries: Mr. Victor Ndinisa on (011) 241 8418/ Ms. Mashudu Malivha on 011 241 8563.**

**NB: All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the posts' technical and generic requirements. The requirements for application of Senior Management Services (SMS) include the successful completion of a SMS Pre-entry programme (Nyukela) as endorsed by the National School Government (NSG). Prior to appointment, a candidate should therefore have proof that they have registered for the Pre Entry Certificate and have completed the course. The cost for Nyukela is at the applicants own expense. The course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>.**

**Important notes:** 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 Z83 must be fully completed, failure to comply will automatically disqualify the applicant. Applicants must ensure that they send their application to a correct E-mail address. Applications sent to the incorrect E-mail address 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. 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). Candidates will also be subjected to a process of assessments (where required). It is the applicant's responsibility to have foreign qualifications evaluated by South African Qualifications Authority (SAQA) prior to the selection process and an evaluation report must be attached. 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. Correspondence will be limited to shortlisted candidates only, should you not be contacted within 3 months after the closing date please consider your application as unsuccessful.

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.

**General Enquiries: Ms Pamela Tshetu (012) 400 2264**

**Closing date: 25 August 2025**

**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](http://www.sassa.gov.za) or toll free: 0800 60 10 11.**

**N:B Please note that SASSA would never ask candidates to pay for job application or Background Screening. All SASSA adverts are published on SASSA website and newspapers, if it is not on SASSA website, the advertisement is not authentic.**

