



FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 04/2026

ADVERTISEMENT OF POSTS: DEPARTMENT OF SOCIAL DEVELOPMENT

The above-mentioned circular is attached for your information. The content thereof should be brought to the attention of all staff.

Please take note that all enquiries with regard to the circular should be made to the official as indicated in the circular. **Not to the HRACM: Office of the Premier.**

OFFICE OF THE PREMIER

DATE: 07/09/2026



FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT



The Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of this post and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

DEPARTMENT OF SOCIAL DEVELOPMENT

NOTE Applications must be submitted on a duly complete Z83 form (effective from 01 January 2021) obtainable from any Public Service Department. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed signed Z83 form and detailed Curriculum Vitae. (Applicants are not submitting copies/ attachments/certificates/ID/Driver's license/qualifications on application, only when shortlisted). Use of the old Z83 Form will result in disqualification. A clear indication of the post and reference number that is being applied for must be indicated on your Z.83. Each post(s) advert must be accompanied by its own application form for employment and must be fully completed, initialled and signed by the applicant as instructed below. Failure to fully complete, initial and sign the Z83 form will lead to disqualification of the application during the selection process. All fields of Section A, B, C and D of the Z83 must be completed in full. Section E, F, G (Due to the limited space on the Z83 it is acceptable for applicants to indicate refer to CV or see attached. However, the question related to conditions that prevent re-appointment under Part "F" must be answered and declaration signed. Only an updated comprehensive CV (with detailed previous experience if any) and a completed and signed new Z83 application form is required.

Shortlisted candidates will be required to submit certified copies of qualifications, and other relevant documents to HR on or before the interview date. Applicants with foreign qualifications would be required to submit an evaluation certificate from the South African Qualification Authority (SAQA) on or before the day of the interview. Failure to submit all the requested documents will disqualify the application. Correspondence will be limited to short-listed candidates only. If you have not been contacted within six (6) months after the closing date of this advertisement, please accept that your application was unsuccessful. Selected candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, financial/asset record check, qualification/study verification and previous employment verification). Successful candidates will also be subjected to security clearance processes. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Successful candidates will be appointed on a probation period of twelve 12/24 months. Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. It is the department's objective to address the Employment Equity Affirmative Action Measures in line with the Employment Equity Plan and to achieve equitable representation across race and gender. In filling of these posts gender equity and people living with disability will be highly considered to adhere to the EE targets of the department. The Department reserves the right to amend/ review/ withdraw advertised posts if by so doing, the best interest of the department will be well served. (Females and People with disabilities are also requested to apply and indicate such in their applications).

APPLICATIONS:

Applications for the Department of Social Development to be submitted to: Private Bag x 20616, Bloemfontein 9300. Attention **Ms AW Molalenyane** – Human Resource Management (Recruitment Section) Old Standard Bank Building, or place applications in an application box at Cnr Charlotte Maxeke and West Burger Street, Old Standard Bank Building, Bloemfontein. Tel No: 083 555 9270.

Applications should be addressed to various institution as per the applicant's need:

Mangaung Metro: Please forward your application quoting the relevant reference number, Department of Social Development, P.O. Box 695, Bloemfontein, 9300 or hand deliver to Department of Social Development, Tshireletsong Bloemfontein Office, 30497 Tsoai Street, Batho Location, Recruitment.mangaung@fssocdev.gov.za

Lejweleputswa: Please forward your application quoting the relevant reference number hand deliver to Department of Social Development Macholo Building, 05 Elizabeth Street, Welkom, 9460 or Email to Recruitment.lejweleputswa@fssocdev.gov.za

Thabo Mofutsanyana: Please forward your application quoting the relevant reference number, Department of Social Development, Corner of Moremoholo & Setai Street, Old FDC Building, Setsing, 9870 or Email to Recruitment.tmfutsanyana@fssocdev.gov.za.

Fezile Dabi District: Please forward your application quoting the relevant reference number, P.O. Box 1122, Kroonstad, 9595 or hand deliver to Department of Social Development, KGI Building, 20 Cross Street, Kroonstad or Email to Recruitment.Fdabi@fssocdev.gov.za

Xhariep District: Please forward your application quoting the relevant reference number, Department of Social Development, 15 Dawid Street Trompsburg 9913 or Email to Recruitment.Xhariep@fssocdev.gov.za

Dr Beyers Naude Halfway House and Boiketlong Old Age Home: Please forward your application quoting the relevant reference number, Private Bag x 20616, Bloemfontein 9300. Attention Ms AW Molalenyane – Human Resource Management (Recruitment Section) Old Standard Bank Building, or place applications in an application box at Cnr Charlotte Maxeke and West Burger Street, Old Standard Bank Building, Bloemfontein or Email to recruitment@fssocdev.gov.za

CLOSING DATE: 18 SEPTEMBER 2026

POST	:	<u>SOCIAL WORK MANAGER GRADE 1: X2 POSTS</u>
<u>SALARY</u>	:	R1 009 512 per annum, all-inclusive remuneration package (Salary will be accordance with OSD determination)
<u>CENTRE</u>	:	<u>FEZILE DABI DISTRICT (X2 POSTS)</u> —Ref No: DSDFS 50/26
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate Bachelor's degree in Social Work as recognized by SAQA. Current Registration with the South African Council for Social Services Professions as Social Worker. A Minimum of 10 years appropriate/recognizable experience in Social Work after registration as Social Work with SACSSP. Valid motor vehicle driver's licence. Competencies: Good Communication skills. Report writing skills. Facilitation skills. Co-ordination skills. Liaison skills. Networking. Interpersonal skills. Leadership skills. Analytical skills. Diplomacy. Change and knowledge management. Planning and organization skills. People Management. Financial Management. Problem Solving, Planning & organizing. Time Management. Team player. Strategic Planning. Policy analysis and development.
<u>DUTIES:</u>	:	Provide a social work services highest, most advanced and specialized nature within (a define areas) or specialization with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes in partnership with stakeholders. Attend to any other matter that could result in, or stem from, social instability in any form. Facilitate the development and planning of programmes and interventions to render a social work service through the efficient economical and effective utilization of financial resources. Ability to work effectively and co- operatively with of people diverse backgrounds. Manage a social work unit to ensure that an efficient and effective social work services delivered through the efficient and effective utilization of human resource. Keep up to date with new developments in the social work and management fields. Ensure that all the administrative and financial functions required in the unit are performed.
<u>ENQUIRIES</u>	:	Fezile Dabi: Ms. M. Martins – 083 443 8343

POST : SOCIAL WORK SUPERVISOR GRADE 1: X7 POSTS

SALARY : A basic salary of R496 668 per annum.

CENTRE : **MANGAUNG METRO (X2 POSTS)** X1 Botshabelo Office: Ref No: DSDFS 51/26
X1 Tshepong Victim Empowerment Center: Ref No DSDFS 52/26
LEJWELEPUTSWA DISTRICT Welkom Office (X2 POSTS) Ref No: DSDFS 53/26
FEZILE DABI DISTRICT (X2 POSTS) X1 Generic: Kroonstad Office Ref No: DSDFS 54/26, X1 Probation: Sasolburg Office Ref No: DSDFS 55/26
XHARIEP DISTRICT (X1 POSTS) X1 Jagersfontein Office: Ref No: DSDFS 56/26

REQUIREMENTS : Grade 12 plus an appropriate Bachelor's Degree in Social Work as recognised by SAQA. Current registration with the South African Council for Social Service Professions (SACSSP) as a Social Worker. A minimum experience of seven (07) years in social work after registration with the SACSSP. Valid motor vehicle driver's licence. Knowledge And Skills:

Computer Skills. Interpersonal Skills. Communication Skills. Report Writing Skills. Management and Evaluation Skills. Knowledge of supervision model within the sector. Knowledge of relevant programmes in Social Work. In-depth knowledge of social work service delivery model. People management and empowerment.

DUTIES : Ensure that social work services are rendered with regard to the care, support, protection and development of vulnerable individual, groups, families and communities through the relevant programmes. Ensure service compliance to norms and standards. Ensure social worker's compliance with South African Council for Social Service Professions [SACSSP]. Supervise, mentor, coach and advise social workers and social auxiliary workers including social work students. Coordinate and manage all programmes including transformation of social welfare services. Manage the sub-unit. Rendering psychosocial support to clients. Monitoring and evaluation of non-profit organisations. Provide administrative, educational and supportive functions. Rendering counselling to clients. Monitoring and evaluation of non-profit organisations.

ENQUIRIES : Mangaung Metro: Ms. V. Morake – 083 443 9072
Lejweleputswa: Ms. N. Mokoena – 066 485 9672
Fezile Dabi: Ms. M. Martins – 083 443 8343
Xhariep: Ms. AT. Maswime – 083 302 6363

POST : COMMUNITY DEVELOPMENT SUPERVISOR GRADE 1: X9 POSTS

SALARY : R 471 330 per annum

CENTRE : **MANGAUNG METRO (X3 POSTS)** – X2 Bloemfontein Office: Ref No: DSDFS 57/26, X1 Botshabelo Office: Ref No: DSDFS 58/26
THABO MOFUTSANYANA DISTRICT (X2 POSTS) – X1 Bethlehem Office Ref No: DSDFS 59/26, X1 Qwaqwa Office Ref No: DSDFS 60/26
LEJWELEPUTSWA DISTRICT (X2 POSTS) WELKOM OFFICE– Ref No: DSDFS 61/26

FEZILE DABI DISTRICT: Frankfort Office (X1 POST)– Ref No: DSDS 62/26
XHARIEP DISTRICT (X1 POST)– Ref No: DSDFS 63/26

REQUIREMENTS : Grade 12 plus an appropriate three-year tertiary degree (NQF Level 7) as recognized by SAQA in Community Development/ Bachelor of Social Science (Human and Societal Dynamics) or equivalent qualification. A minimum of 7 years recognizable experience in Community Development after obtaining the required qualification. Community Development knowledge, skills, attitudes and values to engage in the social development of communities. Knowledge and understanding of human behavior and social systems and legislation to assist with interventions at points where people interact with their environments in order to promote self-empowerment. The ability and competence to co-ordinate community development structures and ability to manage projects. The ability to influence individuals and group to participate in their own self-empowerment ventures. Understanding of social dynamics. Presentation, Problem solving skills, Computer skills, Written and verbal communication skills, Research and report writing skills, financial management and Supervisory skills. Valid driver's license.

DUTIES : To supervise the identification, facilitation and implementation of integrated community development interventions in partnership with the community and other relevant stakeholders and to assist employees engaged in this function by resolving problems. Supervise and support community development practitioners to ensure that there is communication and co-ordination with all relevant role players, internal and external (e.g., in departments/provinces, NGO, local community structures and faith-based organizations) and stakeholders to facilitate intersectoral collaboration, integrated planning and establishment of partnerships to ensure sustainability of development activities within the community. Supervise and guide community development practitioners to enhance their performance on

community development and to perform administrative support on community development and related activities. Keep up to date with new developments in the community development field to enhance service delivery. Supervise and advise community development practitioners to ensure an efficient and effective service. Supervise, mentor, coach and advise community development practitioners to ensure an efficient and effective service. Manage the sub-unit. Monitoring and evaluation of non-profit organisations. Provide administrative, educational and supportive functions.

ENQUIRIES

: Mangaung Metro: Ms. M Phori – 071 864 5734
Thabo Mofutsanyana: Ms. P Litabe – 066 486 6749

Lejweleputswa: Mr. R Maleme – 071 853 8481
Fezile Dabi: Ms. M. Martins – 083 443 8343
Xhariep: Ms. M. Ramainoane – 071 864 5643

POST

: **SOCIAL WORKER GRADE 1: X5 POSTS**

SALARY CENTRE

: A basic salary of R338 208 per annum.
: **THABO MOFUTSANYANA DISTRICT- FDC Office(X2 POSTS)** Ref No: DSDFS 64/26

XHARIEP DISTRICT (X2 POSTS) – X1 Smithfield Office: Ref No: DSDFS 65/26
X1 Koffiefontein Office: Ref No: DSDFS 66/26

FEZILE DABI (X1 POST)- X1 Frankfort Office: Ref No: DSD 67/26

REQUIREMENTS

: Grade 12 plus an appropriate Bachelor's Degree in Social Work NQF Level 7) as recognized by SAQA. Current Registration with the SACSSP. A valid driver's License.

DUTIES

: Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes. Attend to any other matters that could result in, or stem from social instability in any form. Support Social auxiliary workers and volunteers. Keep up to date with new developments in the social work and social welfare fields. Perform all the administrative functions required of the job. It will be expected from the Social Workers Grade 4 to mentor and coach the Social Workers Grade 1 to enable them to render an effective and efficient social work service.

ENQUIRIES

: Thabo Mofutsanyana: Ms. H. Moloi – 083 302 5914
Xhariep: Ms. AT. Maswime – 083 302 6363
Fezile Dabi: Ms. M. Martins – 083 443 8343

POST

: **COMMUNITY DEVELOPMENT PRACTITIONER GRADE 1: X4 POSTS**

SALARY CENTRE

: A basic salary of R289 296 per annum.
: **THABO MOFUTSANYANA DISTRICT (X1 POST)** – Ladybrand Office Ref No: DSDFS 68/26

LEJWELEPUTSWA DISTRICT (X1 POST) WELKOM OFFICE– Ref No: DSDFS 69/26

FEZILE DABI DISTRICT: Kroonstad Office (X1 POST)– Ref No: DSDFS 70/26

XHARIEP DISTRICT (X1 POST)– Koffiefontein Ref No: DSDFS 71/26

REQUIREMENTS

: Grade 12 plus an appropriate three-year tertiary degree (NQF Level 7) as recognized by SAQA in Community Development / Bachelor of Social Science (Human and Societal Dynamics). or equivalent qualification. Exposure to community development environment will serve as an advantage. Must have exposure of legislation to assist with interventions at the points where people interact with their environments in order to promote self-empowerment. Must be able to conduct research relating to community development work. Must be able to facilitate, identify plan and implement various community development programs/interventions.

DUTIES

: Identify and facilitate the implementation of integrated community development interventions in partnership with the community and other relevant stakeholders. Liaise and co-ordinate with all relevant role players, internal and external stakeholders e.g. in departments/provinces, NGOs, local community structures and faith-based organizations to facilitate collaboration and to establish partnerships to ensure the sustainability of development actions within the community. Support communities and perform administrative support on community development and related activities. Keep up to date with new developments in the community development field to enhance service delivery.

ENQUIRIES

: Thabo Mofutsanyana: Ms. P Litabe – 066 486 6749
Lejweleputswa: Mr. R Maleme – 071 853 8481
Fezile Dabi: Ms. M. Martins – 083 443 8343
Xhariep: Ms. M. Ramainoane – 071 864 5643

POST : **STAFF NURSE GRADE 1: X2 POSTS**

SALARY CENTRE : A basic salary of R229 440 per annum.
: **Dr Beyers Naude (X1 POST)**- Ref No: DSDFS 72/26
: **Boiketlong Old Age Home (X1 POST)**- Ref No: DSDFS 73/26

REQUIREMENTS : Grade 12 plus an appropriate qualification that allows current registration with the SANC as Staff Nurse. Current registration with the South African Nursing Council as enrolled nurse.

DUTIES : Demonstrate basic understanding of nursing legislation and related legal and ethical nursing practices. Perform a basic clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of basic nursing care as directed by the professional scope of practice and standards as determined as determined by the relevant health facility.

ENQUIRIES : Dr Beyers Naude: Ms B Masangane - 066 486 6906, Boiketlong: Mr M Tyobeka – 060 985 1466

POST : **NURSING ASSISTANT GRADE 1: X3 POSTS**

SALARY CENTRE : A basic salary of R181 230 per annum.
: **Dr Beyers Naude (X2 POSTS)** – Ref No: DSDFS 74/26
: **Boiketlong Old Age Home (1 POST)**– Ref No: DSDFS 75/26

REQUIREMENTS : Grade 12 plus an appropriate qualification that allows current registration with the SANC as Nursing Assistant. Current registration with the South African Nursing Council.

DUTIES : Perform elementary clinical nursing practice in accordance with the scope of practice and nursing standards, as determined by the relevant health facility. Promote quality of elementary nursing care as directed by the professional scope of practice and standards, as determined by the relevant health facility. Work as part of multidisciplinary team to ensure quality nursing care.

ENQUIRIES: : Dr Beyers Naude: Ms B Masangane – 066 486 6906
Boiketlong: Mr M Tyobeka – 060 985 1466

POST : **MONITORING AND EVALUATION OFFICER: NPO X5 POSTS**

SALARY CENTRE : R338 106 per annum. (Level 7).
: **Mangaung Metro** Ref No: DSDFS 76/26 X1 Post
: **Thabo Mofutsanyane District**, Ref No: DSDFS 77/26 X1 post
: **Lejweleputswa District**, Ref No: DSDFS 78/26 X1 post
: **Fezile Dabi District**, Ref No: DSDFS 79/26 X1 post
: **Xhariep District**, Ref No: DSDFS 80/26 X1 post

REQUIREMENTS : Grade 12 plus an appropriate National Diploma in Financial Management/Economics/Accounting/ Public Management (NQF Level 6) as recognised by SAQA. A Minimum of 1-2 years relevant working experience in NPO and budget. Driver's licence. monitoring and evaluation skills. Knowledge And Values: The following knowledge and skills are required: Knowledge, skills attitudes and values to engage in the social development. Monitoring and evaluation skills. Financial management budgeting. Good communication skill. Presentation skill. Problem solving skill. Computer skill. Written and verbal communication. Report writing skill. Day to day administration.

DUTIES : Monitor compliance and management funds provided to CBO and NGOs in line with financial guidelines. Coordinate and monitoring the NPO funding cycle. Provide support and guidance to CBOs to ensure effective financial and accountability. Identify irregularities and refer them to the relevant section, implement corrective measures: Screening/monitoring all the financial files, collect financial reports from the NPOs, check all the required documents and compile intervention report. Supervising of staff.

ENQUIRIES : Mangaung Metro: Ms. M Phori – 071 864 5734
Thabo Mofutsanyana: Ms. P Litabe – 066 486 6749
Lejweleputswa: Mr. R Maleme – 071 853 8481
Fezile Dabi: Ms. M. Martins – 083 443 8343
Xhariep: Ms. M. Ramainoane – 071 864 5643

CLOSING DATE: **18 SEPTEMBER 2026**