

NDA PERMANENT POSITION

The National Development Agency is a Schedule 3A National Public Entity with a mandate for Poverty eradication and is accountable to Parliament through the Minister of Social Development.

The following positions are available at the NDA:

Financial Accountant
Reference no: 2023FA1
Salary offered: R858 744,30pa (TCOE) Grade 8

Requirements: A Bachelor of Commerce degree- Financial Accounting (NQF level 7). Articles will be advantageous. Three years' financial accounting and reporting experience. Post-articles experience would be advantageous. Experience with computerised accounting systems. Working knowledge of accounting package e.g. Great Plains, Knowledge of GRAP, PFMA and National Treasury regulations. Knowledge of Public Administration and Accounting Systems. Knowledge of Corporate Governance.
See full Profile on www.nda.org.za

Admin Assistant: Internal Audit
Reference no: 2023AAIA1
Salary offered: R402 432, 28 pa (TCOE) Grade 11

Requirements: Matric/ Grade 12 plus. National Diploma in Office Administration / relevant equivalent qualification. Minimum 2 years in general administration and customer service. Knowledge of Basic Office Administration and Management. **See full Profile on www.nda.org.za**

Application details: Full Job profiles for these positions are available on the NDA website – www.nda.org.za. A detailed Curriculum Vitae (CV), with three references must accompany the application and a fully completed application for employment form obtainable on www.nda.org.za must be emailed to careers@nda.org.za.

Correspondence will be limited to shortlisted candidates only. **Preference will be given to candidates whose appointment will promote NDA Employment Equity targets.**



NB: Use the job reference as a subject line (heading of the email application) e.g. 2023FA1 for the first position. An email without the reference number as a subject/heading will be disqualified. Please ensure that the reference number is written the same way as in the advert.

Failure to submit a detailed CV, fully completed application form and comply with the application instructions above will result in the disqualification of your application.

For enquiries regarding these positions, please contact Ms Nonhlanhla Zulu at Tel: 011 018 5523 / Cell: 067 839 4087

Should you not be contacted within two months of the closing date of this advert, please consider your application as unsuccessful. All candidates will be subjected to personnel suitability checks, qualification verification and competency assessment where required.

Issuing date: 27 August 2023
Closing date: 10 September 2023

UNLOCKING POTENTIAL