

## NDA PERMANENT POSITIONS

The National Development Agency (NDA) is an agency of government that reports to Parliament through the Department of Social Development. It is a Schedule 3A National Public Entity with a mandate to contribute towards the eradication of poverty and its causes.

The following exciting positions are available at the NDA:

### 1. Senior SCM Officer

Reference No: 2025SSCM1

Salary offered: R 928,796.37 per annum (TCOE)  
Grade P8

#### Minimum Requirements:

- Bachelor's Degree in Logistics/ Supply Chain/ Procurement/ Purchasing/Business Administration/Management and Accounting.
  - Any equivalent/relevant/related qualification will be considered.
  - 5 years' experience in Supply Chain Management, and public sector procurement experience under PFMA.
- See full Profile on [www.nda.org.za](http://www.nda.org.za)

### 3. Office Attendant: KZN

Reference No.: 2025OAKZN1

Salary Offered: R 180 882,59 per annum (TCOE)  
Grade P15

#### Minimum Requirements:

- Grade 12
  - Tertiary qualification will be an added advantage
  - At least 2 years working experience in the provision of cleaning services
  - Proven competencies in the required areas
  - Basic office administration skills will be an advantage.
- See full Profile on [www.nda.org.za](http://www.nda.org.za)

### 2. Provincial Manager: Gauteng

Reference No.: 2025PMGP1

Salary Offered: R 1 272 793,81 per annum (TCOE)  
Grade P6\*

#### Minimum Requirements:

- Bachelor's degree in development studies/social sciences or management qualification.
  - Postgraduate qualification in development studies will be an added advantage
  - At least five (5) years' experience in development programme management or project management of which at least three years must be at a management level. Experience working with all spheres of government, community organisations as well as donors (national and international). Experience in development, capacity building and training. Experience in planning and execution. Risk and Financial management. People management and empowerment.
- See full Profile on [www.nda.org.za](http://www.nda.org.za)

### 4. Development Officer (DO): Northern Cape – Namaqua District

Reference No.: 2025DONC1

Salary Offered: R 567 245,89 per annum (TCOE)  
Grade P9\*

#### Minimum Requirements:

- Bachelor's degree in development studies and/ or social sciences.
  - Additional studies in programme and/or project management are an added advantage.
  - Exposure to community development or social work. Training facilitation. Proficiency in the languages spoken in the District.
- Valid driver's licence.  
See full Profile on [www.nda.org.za](http://www.nda.org.za)

### 5. Development Manager: Limpopo X2

Reference No.: 2025DMPLP1

Salary Offered: R 928 796,37 per annum (TCOE)  
Grade P8

#### Minimum Requirements:

- Bachelor's degree in social sciences or developmental studies.
  - Additional studies in programme and/or project management are an added advantage
  - At least three (3) years' project management experience within a community development environment. Experience working with provincial and local governments, community organisations, as well as working with donors.
- See full Profile on [www.nda.org.za](http://www.nda.org.za)

Interested applicants should submit a detailed Curriculum Vitae (CV), together with a fully completed application for employment form obtainable on [www.nda.org.za](http://www.nda.org.za)  
Interested applicants should quote the **JOB REFERENCE NUMBER** on the subject line (heading of the e-mail application). An e-mail without the correct job reference number in the subject line/heading of the e-mail will be disqualified.

**Failure to submit any of these will lead to a disqualification of the application:** (1) Detailed CV, (2) fully completed NDA application for employment form, (3) quoting the correct job reference number on the subject/heading of the e-mail.

The full job profiles for these positions and the application for employment form are available on the NDA website – [www.nda.org.za](http://www.nda.org.za).

Applications must be submitted to [careers@nda.org.za](mailto: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.

For enquiries regarding these positions, please contact **Ms. Busisiwe Setwaba** on 011 018 5523 / 067 201 2952.

Should you not be contacted within three 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.

ISSUED DATE: 23 MARCH 2025

CLOSING DATE: 06 APRIL 2025



UNLOCKING POTENTIAL