



**NDA**  
National  
Development  
Agency

## NDA PERMANENT POSITION

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 position is available at NDA:

**Accounts Clerk**  
**Head Office-JHB**  
**Reference no: 2021ACH01**  
**Salary offered: R461 824 29 (TCOE) Grade 10**

**Requirements:** At least a 3-year National Diploma in Financial Accounting or equivalent qualification. Three (3) years' experience in Accounts Payables and reconciliations, financial administration, computerised accounting systems. See full Profile on [www.nda.org.za](http://www.nda.org.za)

**Application details:** The full Job profile for this position is available on the NDA website – [www.nda.org.za](http://www.nda.org.za). A detailed Curriculum Vitae (CV), with three references must accompany the fully completed employment application form. The employment application form is obtainable on [www.nda.org.za](http://www.nda.org.za) and must be emailed 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.**

**NB: Use the job reference as a subject line (heading of the email application) e.g. Reference no: 2021ACH01.** 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 compliance with the application instructions above will result in the disqualification of your application.

**For enquiries please contact Mr Sibusiso Mlambo at Tel: 011 018 5632 or Mr Sisanda Nompumza at 011 018 5622**

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.

**Closing date: 31 October 2021**



social development  
Department  
Social Development  
REPUBLIC OF SOUTH AFRICA

**UNLOCKING POTENTIAL**

