JOB OPPORTUNITY

VACANCY ALERT

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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

## PERMANENT POSITION:

**Social Worker**

## APPLICATION REQUIREMENTS

- Complete the online job application form and attach all relevant and updated documents (Certified Qualification/s/Certificates, ID, and CV).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership in professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.
- Applicants are advised to use Google Chrome when applying for CoJ positions.

## DISCLAIMER

- The City of Johannesburg is currently recruiting and will not demand payment in any form for any job placement. All vacancies are advertised in newspapers and on the CoJ website.
- The City of Johannesburg applies the principles of employment equity as per the National legislation and policy guidelines and will consider designated groups in line with these requirements. We are an equal-opportunity employer.
- By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your CV and/or receipt and acknowledgement of any kind shall not be an indication that your application will be successful and/or lead to employment.
- The City of Johannesburg shall not be liable for any damage, loss, or liability of whatsoever nature arising from your use of the job opportunity section of this website.
- The City of Johannesburg reserves the right not to make an appointment.
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application.

**VACANCY CIRCULAR**

**145/2025**

**City of Johannesburg**

**Publication Date:**
**Thursday, 20 November 2025**

**Closing Date:**
**Wednesday, 03 December 2025**

**This Vacancy is open to Employees of the City of Johannesburg and External Candidates**

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# SOCIAL WORKER

**Department:** Social Development
**Branch:** **Social Benefit Unit**
**Designation:** **Officer (Social Worker)**
**Remuneration:** R28 315,59 pm (basic salary, excluding benefits)
**Location:** Regions G

**Minimum Requirements:**

- Grade 12 plus a 4-year BA Degree in Social Work;
- 3 years' experience in a Substance Abuse program as a Social Worker;
- Must understand Substance Abuse Services and interpret human behaviour;
- Must abide by the Code of Ethics in Social Work and maintain professionalism;
- Registration with SACSSP (South African Council for Social Services Professions);
- Must have a valid vehicle driver's license.

**Primary function:**
**Implement an integrated and professional social work service aimed at enhancing the social functioning of individuals, families, groups and communities affected by substance abuse, and building resilience against modern-day social challenges using the community as a base for effective program planning and design, linkages to developmental programs in pursuit of pro-poor development, which provides meaningful redress.**

**Key Performance Areas:**

- Implement all modes of Social Work (Case work, Group work and community work) for people who are affected by substance use/abuse
- Social research and planning aimed at collecting demographic data, trends, patterns, assessing community needs and identifying assets within a given community to advocate and inform program planning.
- Intake services aimed at collecting client information, case details and developing agreed-upon planned interventions to address the presenting problem of both primary and/or tertiary clients.
- Group work aimed at addressing the common needs of the clients, through support groups, therapeutic and educational groups.
- Community work services aimed at providing advocacy, empowerment, and developmental services to build community resilience. Integration and coordination of the provision of professional social work integrated methods within a multi-disciplinary approach aimed at the holistic development of the individual, family, groups, and community.
- Crisis intervention of unplanned emergencies that require urgent attention or intervention as outlined in legislation like the Disaster Management Act, Social Assistance Act, Children's Act, Older Persons Act, CoJ policies or frameworks.

- Policy implementation actively participating and providing professional services, including knowledge and expertise, for effective program implementation in line with approved CoJ policies and SOPs.
- Social work student supervision forms part of continued professional development aimed at guiding students and social auxiliary workers in acceptable professional standards, ethics, and conduct.
- Social work administration of professional and confidential data management as regulated.

**Leading Competencies:**

- Computer literacy (MS Word, Excel and PowerPoint);
- Community leadership and people management skills;
- Project management skills;
- Financial management skills;
- Time management;
- Networking;
- Good Communication skills;
- Adaptation and Change Management;
- Conflict management and analytical thinking skills ;
- Accountability.

**Core Competencies:**

- Knowledge in the Social Work field, development trends, legislation that guides all areas of work and supply chain processes;
- Stakeholder relations management;
- Must be able to work under pressure;
- Teamwork;
- High level of confidentiality;
- Value and Integrity;
- Attention to detail and quality-focused;
- Batho Pele Principles.

***"All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups, including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender and disability."***

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**Please take note that only online applications will be considered. Please apply by using the link below:**

**https://share-eu1.hsforms.com/1wsefakOYQOi1HBlTuzrcHAew554**

**APPLY ONLINE VIA THIS LINK: www.joburg.org.za**

**ENQUIRIES ONLY:**
**Contact Person**: Mathapelo Nare
**Tel No**: 011 407 6704

**CLOSING DATE: WEDNESDAY, 03 DECEMBER 2025**

**Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:**

- Credit Record,
- CV validation,
- Employment record verification,
- Criminal check, and
- Identity validation