

**NATIONAL TREASURY**

*The National Treasury is an equal opportunity employer and encourages applications from women and the persons with disabilities in particular. It is intended to promote representivity through filling of these posts. Our buildings are accessible to people with disabilities.*

- CLOSING DATE** : 20 March 2020 at 12:00 pm
- NOTE** : Applications should be accompanied by a comprehensive CV, fully completed Z83 (non-negotiable) and certified copies of qualifications and ID. Please forward your application in PDF format, quoting the relevant reference number and the name of the position on the subject line to the e-mail address mentioned below. No late applications will be accepted. Kindly note: applications that are not compliant with the above requests will not be considered (non-negotiable). The National Treasury no longer accepts hand delivered or posted applications. Please note: All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Qualifications and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). If you have not received feedback from the National Treasury within 3 months of the closing date, please regard your application as unsuccessful. Note: The National Treasury reserves the right not to fill the below-mentioned posts.

**MANAGEMENT ECHELON**

- POST 09/13** : **DIRECTOR: TALENT MANAGEMENT REF NO: S032/2020**  
Division: Corporate Services (CS)  
Purpose: Provide an integrated human resources development process and alignment of organisational practices to the talent management framework.

- SALARY CENTRE REQUIREMENTS** : R1 057 326 per annum (all-inclusive remuneration package)  
: Pretoria  
: A minimum Degree in Industrial Psychology/Human Resources Management, A minimum of 5 years' experience at a middle management level (Deputy Director) obtained in the Human Resources Development environment, Knowledge and experience of research, development and implementation of policies, Solid and tested experience in talent management initiatives and implementation, Knowledge and experience of performance management development system and tools, Proven experience in the implementation of blended learning initiatives, In-depth knowledge of the Public Service Regulations and prescripts.

- DUTIES** : Outputs include: Employee Development: Develop and coordinate the implementation of a talent management framework and initiatives that complies with relevant public service legislation, facilitates employee engagement, retention and a culture of high performance, Develop and implement blended learning initiatives that facilitates the culture of organisational learning and knowledge base organisation, Develop and implement new strategies, policies, systems, procedures and processes for employee development initiative, Measure the impact of the employee development initiatives Career Development and Management: Provide a platform for career assessment, planning and development initiatives, Design and implement career development policies, tools, methods, procedures and processes Monitor and improve the career assessment, planning and development of services offerings,. Coordinate the implementation of developmental plans, Human Resources Service Design and Development: Develop new HR systems, policies, products, and procedures for the National Treasury, Institute a research platform on HR best practices in line with international standards, Performance Management: Contribute towards fostering a culture of high performance management in the National Treasury, Ensure that the performance management business processes are documented and reviewed, Re-engineer performance management as a business tool based on best practices and benchmarks, Act as custodian of the relevant performance management processes and instate proper governance, Develop and

		implement a comprehensive rewards and recognition strategy within the National Treasury.
<b><u>ENQUIRIES</u></b>	:	Human Resources on Tel No: (012) 315 5100
<b><u>APPLICATIONS</u></b>	:	may be sent via e-mail to <a href="mailto:Recruit.EXEC@treasury.gov.za">Recruit.EXEC@treasury.gov.za</a>
<b><u>POST 09/14</u></b>	:	<b><u>DIRECTOR: MARKET RISK REF NO: S033/2020</u></b>
		Division: Asset and Liability Management (ALM)
		Purpose: Develop strategies for monitoring and reporting of market risks (interest rate, currency, liquidity, inflation) and refinancing risks affecting Government's debt portfolio.
<b><u>SALARY</u></b>	:	R1 057 326 per annum (all-inclusive remuneration package)
<b><u>CENTRE</u></b>	:	Pretoria
<b><u>REQUIREMENTS</u></b>	:	A minimum Degree in Economics/Finance/Mathematics/Statistics, A minimum of 5 years' experience at a middle management level (Deputy Director) obtained in financial markets and public debt management, Knowledge and experience in quantitative analysis, Knowledge and experience of markets risks measurement design and implementation.
<b><u>DUTIES</u></b>	:	Some key Outputs include: Integrate Risk Profiles in Funding Strategy: Assess risks to the funding strategy quarterly, quantify cost and risks of active debt management strategies, Analyse impact of strategic and tactical funding allocations on cash requirements, debt portfolio and strategic risk benchmarks. Market Risk Framework: Quantify and document market risk techniques in assessing debt cost and portfolio risks, Develop hedging mitigation strategies, Develop a comprehensive Market Risk Policy covering risk exposure to all Government Debt Instruments, (e.g. Fixed Income, Inflation-linked, Floating Rate Note, Treasury Bills, Zero Coupon Bonds, Retail Bonds, Foreign Loans and Foreign bonds denominated in US dollar, UK Sterling, Euro, Swedish Kronah and Japanese Yen), Compile and distribute Market Debt Portfolio Analysis reports, Compile annual review of debt performance against approved risk benchmarks for DG/ Minister. Comprehensive Risk Profile: Provide Quarterly Risk Monitoring reports and Annual Market Risk Rating reports covering ratings of indicators pertaining to Liquidity and Refinancing Risk; Interest Rate Risk; Inflation Risk and Currency Risk. Monitoring of Fiscal Obligations: Determine the Optimal Debt Level (Debt Sustainability Analysis) with application of risk methodologies, Apply Optimal Debt Structure (Risk Benchmarks) by applying international best practices. Market Risk System and Risk Management Reporting: Review system requirements in line with market risk techniques, Develop a Financial Risk Management Dash boarding, Provide Market Risk Inputs to annual Budget Reviews, Provide inputs to MTBPS and other NT Annual Reports.
<b><u>ENQUIRIES</u></b>	:	Human Resources on Tel No: (012) 315 5100.
<b><u>APPLICATIONS</u></b>	:	may be sent via e-mail to <a href="mailto:Recruit.ALM@treasury.gov.za">Recruit.ALM@treasury.gov.za</a>
<b><u>POST 09/15</u></b>	:	<b><u>DIRECTOR: PUBLIC FINANCIAL MANAGEMENT CAPACITY BUILDING EXPERT REF NO: S034/2020</u></b>
		(Three (3) Years Fixed-Term Contract)
		Division: Office of the Accountant-General (OAG)
		Purpose: Develop and enhance public financial management capacity building for the economic utilisation of public resources in all spheres of government. This fixed term contract position is in support of the Public Financial Management Capacity Development Programme for Improved Service Delivery, funded by the European Union.
<b><u>SALARY</u></b>	:	R1 057 326 per annum (all-inclusive remuneration package)
<b><u>CENTRE</u></b>	:	Pretoria
<b><u>REQUIREMENTS</u></b>	:	A Bachelor's Degree or equivalent in Public Finance, Education or Business Management, Honours Degree will be an added advantage (NQF Level 8), A minimum of 5 years' middle management experience in strategy and leadership, Knowledge and experience in financial management, Experience in the implementation of the Municipal Finance Management Act, Knowledge of capacity development and/or education and training in financial management, Knowledge of data analysis, decision making, and managing of multiple and complex stakeholder relationships.
<b><u>DUTIES</u></b>	:	Some key Outputs include: Policy Development: Develop and/ or influence related government policy (e.g. human resource management, human resource development, organisational design, and organisational development

Develop and maintain national frameworks, guidelines and standards aligned to legislation and policy environment, e.g. competency and learning frameworks and job standardisation. Implement capacity development strategy (PFM): Support the creation of an enabling environment (e.g. maintain the competency framework for public financial management, maintain the integrated learning framework, develop nationally recognised occupational qualification, and implement supporting change management programmes). Develop and enhance organisational capacity e.g. support capacity development in departments and provincial treasuries, and coordinate the provision of national capacity development interventions in PFM. Develop an environment that enables and sustains mutually beneficial stakeholder relationships, e.g. marketing and communication, and implement a broad-based delivery model pertaining to PFM. Facilitate the establishment and maintenance of the strategic levers that will support the implementation of the strategy, e.g. champions of change, management and leadership capacity, team level transformation, professionalisation, diagnostics, and knowledge and information management. Research and development (PFM): Research on best practice with regard to capacity development in (PFM), Identify alternative (PFM) capacity development solutions for the South African context, Monitor and evaluate the progress and impact of the (PFM) capacity development strategic interventions. Development of PFM disciplines: Support the development of relevant legislative frameworks, policies, guidelines and other instruments, Develop and maintain the (PFM) competency framework, Support the professionalisation of the disciplines, Support the technical advancement of the discipline through reforms, good practice and benchmarking. Stakeholder Relationship Management: Engage with government stakeholders to facilitate and coordinate the implementation of the (PFM) capacity development strategy (national, provincial and local government departments). Engage with external stakeholders to facilitate and coordinate the implementation of the (PFM) capacity development strategy (educational institutions, professional bodies, service providers, relevant quality assurance bodies and research institutions). Engage with strategic partners to support the implementation of the strategy (DPSA, NSG, CoGTA, SALGA, The Presidency and the donor community)

**ENQUIRIES  
APPLICATIONS**

: Human Resources on Tel No: (012) 315 5100  
: may be sent via e-mail to [Recruit.OAG@treasury.gov.za](mailto:Recruit.OAG@treasury.gov.za)

**POST 09/16**

: **DIRECTOR: PUBLIC FINANCIAL MANAGEMENT EDUCATION, TRAINING  
AND DEVELOPMENT REF NO: S035/2020**  
(Three (3) Years Fixed-Term Contract)  
Division: Office of the Accountant-General (OAG)  
Purpose: Provide sustainable financial management improvement solutions to all spheres of government by developing Public Financial Management (PFM) learning and development material as well as appropriate dissemination mechanisms. This fixed term contract position is in support of the Public Financial Management Capacity Development Programme for Improved Service Delivery, funded by the European Union.

**SALARY  
CENTRE  
REQUIREMENTS**

: R1 057 326 per annum (all-inclusive remuneration package)  
: Pretoria  
: A Degree in Public Financial Management, Public Administration, Education, Registered assessor and moderator with relevant ETQA will be an added advantage, A minimum of 5 years' middle management experience in Education, Training and Development (ETD) environment/ institutions, Ability to write case studies in line with tutorial principles, Practical knowledge of public sector procurement processes, Experience with regard to capacity building/training and education on public finance management, Experience in developing Education, Training and Development quality management systems, Experience with regard to information analysis and report writing.

**DUTIES**

: Some key Outputs include: Policy Development and Implementation: Develop ETD policy, guidelines, mechanisms, methodologies and platforms to engage with service providers for implementation, Initiate the design and development of the PFM ETD Integrated Learning Matrix, qualifications, quality assurance frameworks, coaching and mentoring for implementation in government. Curriculum Implementation: Coordinate and influence the development of Education, Training and Development programmes informed by gaps identified in the Integrated Learning Matrix (ILM) policies, guidelines, mechanisms, and

methodologies to engage with service providers, Develop and implement mechanisms to transfer relevant knowledge and case studies to ETD providers, Develop Public Financial Management Curriculum frameworks, Develop Public Financial Management course material and training solutions. Implementation of the ETD Development and Delivery Framework: Develop and implement mechanisms to evaluate the PFM learning programme, Oversee the implementation of formal ETD programmes, (like Financial Accounting) including identification and prioritisation of mandatory programmes through a consultative process, Establish a relationship with provincial treasuries to promote public financial management capacity building, Establish relationship with educational institutions to arrange partnership to roll out ETD programmes. Continuous Improvement Research: Research on best practice with regard to ETD development and delivery, Identify new and alternative ETD development and delivery solutions for the public sector, Support the advancement of ETD through reforms, good practice and benchmarking, Monitor and evaluate the progress and impact of ETD development and delivery interventions. Stakeholder Engagement: Engage with stakeholders to facilitate and coordinate the implementation of ETD development and delivery (national, provincial and local spheres), Engage with external stakeholders to facilitate and coordinate the implementation of ETD development and delivery (educational institutions, professional bodies, service providers, relevant quality assurance bodies and research institutions), Engage with strategic partners to support the implementation of the ETD framework (DPSA, NSG, COGTA, SALGA, The Presidency and the donor community) Donor funds administration: Develop proposals to fund public financial management education, training and development programmes, Develop suitable project management methodologies to implement funded projects.

**ENQUIRIES** : Human Resources on Tel No: (012) 315 5100  
**APPLICATIONS** : may be sent via e-mail to [Recruit.OAG@treasury.gov.za](mailto:Recruit.OAG@treasury.gov.za)

#### **OTHER POSTS**

**POST 09/17** : **DESKTOP SUPPORT TECHNICIAN REF NO: S038/2020**  
 Division: Corporate Services (CS)  
 Purpose: Serve as a single point of contact (SPOC) within the National Treasury and responsible for the user experience of IT services, handles incidents and service requests that interface with National Treasury business to deliver a quality service.

**SALARY** : R376 596 per annum (Excluding benefits)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : A minimum Matric/Grade XII qualification coupled with an ITIL foundation certification/MCP/ MCSE/ A+ /National Diploma/Degree in IT, 3 years' experience obtained in Information Technology, Knowledge and exposure of databases, Ability to comprehend, absorb and capture the interpretation of basic information for implementation.

**DUTIES** : Some key outputs include: Customer Service: Understand the customer and their respective business processes always mindful of CS IT vision of service excellence, Driving actions leading to improvement of customer satisfaction, Follow up surveys completed by customers and evaluation of randomly logged calls, Take the extra time on every call to make sure your customer's questions are answered, and setting realistic expectations, Provide personalized customer service of the highest level. Communication: Inform team members of major incidents or outages in the ICT environment, Communicate clearly and frequently to users concerning open calls (service requests and incidents), always quoting the HEAT call number in any written correspondence, Use functional escalation to Infrastructure/Network group for incidents that have defined priority and where a specialised skill set demands it, Report escalated issues to line managers and senior management. Liaise with customers on logging of calls: Log all incidents and service requests through the Service Desk tool (HEAT), Route, Track and escalate all calls against SLA, do trend analysis and prepare monthly reports, Complete new user requests and account terminations, Research questions using available information resources to assist in resolving incidents speedily and promptly, Report on the monthly performance of IT from the call centre software. Updating Calls (HEAT): Input as much information as possible to assist 1st and 2nd line

support in resolving escalated calls. Updated calls in real-time to ensure information passed between IT support groups is up to date, Update calls with HEAT journal entries where additional information or call history needs to be recorded, Provide a monthly performance report on all IT Heat call received and handled by the call centre.

**ENQUIRIES  
APPLICATIONS**

: Human Resources on Tel No: (012) 315 5100  
: may be sent via e-mail to [Recruit.ODGia@treasury.gov.za](mailto:Recruit.ODGia@treasury.gov.za)

**POST 09/18**

: **FINANCIAL ADMINISTRATOR: BUDGETS REF NO: S037/2020**  
Division: Corporate Services (CS)  
Purpose: Assist with the management of the departmental budget, analysing and processing inputs from stakeholders in terms of the applicable guidelines, policies and regulations.

**SALARY  
CENTRE  
REQUIREMENTS**

: R316 791 per annum (Excluding benefits)  
: Pretoria  
National Diploma/Degree in Financial Management as recognised by SAQA, 2-3 years' experience in and knowledge of Budgets/Management Accounting and financial management, Computer literacy in PERSAL, BAS, MS Excel and MS Word.

**DUTIES**

: Some key outputs include: Departmental Annual Budget: Assist with the analysis of exception reports and highlight discrepancies within the data, Assist with the alignment of the National Treasury budget on the basic accounting system (BAS), Provide budgetary information in the required format, Shift funds between Programmes on request from stakeholders in alignment with regulatory requirements. Budgetary Inputs per Programme: Assist with the compilation of budget inputs and submit inputs on: Medium Term Expenditure Framework (MTEF), Adjustment Estimates (AE), Estimates of National Expenditure (ENE), Rollovers, Entertainment, catering and gifts. Budget Process: Assist with the monitor of expenditure against allocated budgets, Compile reports on the performances and variances analysis of budget programmes, Consolidate discrepancies within budgetary reports and initiate the alignment of programmes, Inform stakeholders of possible over or under-spending of their allocated budgets. Compliance with the PFMA and Treasury Regulations: Provide relevant budget information to stakeholders for confirmation, Assist with the initiation of budget cycle performances in line with applicable legislation, Provide inputs into financial matters prior to submitting to the Executing Authority of the National Treasury as required by the PFMA.

**ENQUIRIES  
APPLICATIONS**

: Human Resources on Tel No: (012) 315 5100  
: may be sent via e-mail to [Recruit.CS@treasury.gov.za](mailto:Recruit.CS@treasury.gov.za)