

**NATIONAL TREASURY**

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



- APPLICATIONS** : To apply visit:  
<https://erecruitment.treasury.gov.za/eRecruitment/#/browseJobs>
- CLOSING DATE** : 07 October 2022 at 12:00 am (Midnight)
- NOTE** : The National Treasury utilises an e-Recruitment system, effective from 7 April 2021, which means all applicants must login/register to apply for positions as we no longer accept applications via email or hand delivered/post. The applicants profile on the e-Recruitment is equivalent to the new approved Z83 and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered as per the instruction note on Z83s issued by the DPSA. Certain documentations will still be required to be uploaded on the system such as copies of qualifications, ID, etc., however these documents need not be certified at point of application, certification will be required prior to attending the interview. 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. Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>, prior to finalisation of appointment. All qualifications, criminal 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 all their foreign qualifications evaluated by the South African Qualifications Authority (SAQA), not negotiable. The status of your application will be visible on the system. However, 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 fill the below-mentioned post or to put on hold a position and/or to re-advertise a post. The National Treasury is compliant to the requirements of POPIA.

**MANAGEMENT ECHELON**

- POST 36/77** : **DIRECTOR: STAKEHOLDER ENGAGEMENT AND SECRETARIAT FUNCTIONS REF NO: S019/2022**  
 Division: Economic Policy (EP)  
 Re-Advertisement  
 Purpose: To support and build strong stakeholder relations, internally and externally, to advance the development of economic policy and the objectives of National Treasury. The primary responsibilities are to provide technical and administrative support for NT in the Economic Sectors, Investment, Employment and Infrastructure Development (ESIEID) cluster as well as Operation Vulindlela.
- SALARY CENTRE REQUIREMENTS** : R1 073 187 per annum, (all-inclusive remuneration package)  
 : Pretoria  
 : A minimum Bachelor's degree at (equivalent to an NQF level 7) in Economics/ Econometrics, A minimum 5 years' experience at a middle management level (Deputy Director) in economic policy analysis, Knowledge and experience in stakeholder management, Knowledge of the different research engines, analysis and the ability to interpret economic policy outcomes, Successful completion of the Nyukela Public Service Senior Management Leadership Programme as endorsed by the National School of Government available as an online course on <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>, prior to finalisation of an appointment.
- DUTIES** : Some key Outputs include: Support and Build strong stakeholder relations: Co-ordinate and provide technical input for stakeholder forums, Provide timely and strategic guidance and advice on Treasury input to stakeholder forums, in

particular the Economic Cluster and its relation to National Treasury, and actively engage across the division and department to ensure that intelligence from the Economic Cluster is incorporated into work programs on an ongoing basis, Plan and manage databases related to stakeholder forums, Draft speaking & briefing notes, memos and speeches for the Deputy-Director-General, Director-General, Deputy Minister and Minister for use in stakeholder forums that reflect strategic priorities and needs of the Treasury, Develop National Treasury positions on policy matters discussed in stakeholder forums and consult within National Treasury in order to ensure that these positions are supported, Represent National Treasury at identified external stakeholder meetings, in particular the Economic Cluster, Identify and build strong interpersonal relations with key individuals in the Treasury, Presidency and Economic Cluster to facilitate better engagements. Policy analysis and advice: Prepare and/or oversee the preparation of speaking & briefing notes, memos and speeches based on policy-relevant issues discussed at stakeholder forums for use by DDG, DG, Deputy Minister and Minister, Provide inputs (i.e. economic analysis) into policy discussions and assist to develop National Treasury policy positions in conjunction with other stakeholders in general, Provide sound impact analysis on new and existing government regulations (e.g. SEIAs) for consultation with stakeholders, Draft documents for consultation with stakeholders, Represent National Treasury on inter-governmental and other external forums and committees. Programme and Project management: Prepare project plans for identified stakeholder forums, clearly demarcating the required NT inputs and the strategic value thereof, Monitor and report on project plans, Coordinate NT inputs and ensure these are submitted in line with deadlines, Ensure effective knowledge management by disseminating key information to relevant stakeholders in the organisation and keeping all information on a shared drive, including strategy documents and meeting minutes, agendas etc. Budget & MTBPS: Manage & coordinate team assumptions process, Manage and/or provide inputs into Chapter 2 of Budget Review and MTBPS based on stakeholder forum intelligence, Assist with number checking, proof reading and Q&A, Participate in investor meetings and roadshows. Human resource & Financial Management: Prepare an annual budget and procurement plan for stakeholder forums where Treasury have secretariat responsibilities, Plan & drive directorate research agenda based on stakeholder forums' needs, Oversee contract management where necessary, Plan directorate training schedule, Ensure prudent management of funds.

**ENQUIRIES** : Only (No applications): [Recruitment.Enquiries@treasury.gov.za](mailto:Recruitment.Enquiries@treasury.gov.za)