

NATIONAL TREASURY

The National Treasury is an equal opportunity employer and encourages applications from persons living with disabilities. It is the department's intention to promote representivity through filling these posts in line with the department's approved Employment Equity Plan. Our buildings are accessible to persons living with disabilities.



CLOSING DATE : 02 October 2023 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 applicant's profile on the e-Recruitment is equivalent to the newly 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 DPSA Practice Note. Certain documentations will still be required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, ID, etc., however these documents need not be certified at point of application however 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 (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), not negotiable. The status of your application will be visible on the e-Recruitment 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 to fill the below-mentioned posts or to put on hold a position/s and/or to re-advertise a post/s. The National Treasury is compliant to the requirements of POPIA.

MANAGEMENT ECHELON

POST 33/99 : **DIRECTOR: LITIGATION AND ADMINISTRATIVE LAW REF NO: S091/2023**
Division: Office of the Director-General (ODG)
Purpose: To manage litigation brought by, or against, the National Treasury and advise on the legal implications of administrative action taken by National Treasury.

SALARY : R1 162 200 per annum, (all-inclusive remuneration package)

CENTRE : Pretoria

REQUIREMENTS : A Grade 12 certificate. A postgraduate Legal degree. Admission as an Attorney with Right of Appearance or eligible to obtain Right of Appearance in the High Court. 8 years' post admission experience of which 5 years is at middle management (Deputy Director or equivalent) level with specific reference to litigation obtained in a legal environment. Knowledge of International, Constitutional and Administrative law and Interpretation of Statutes. Drafting skills. 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 : Litigation Management: Provide strategic direction in the handling of intended or pending litigation. Consult and liaise both internally and externally with stakeholders on litigation matters. Execute referrals and handling of litigation matters by the State Attorney. Coordinate the preparation process of all High Court and Constitutional Court cases. Investigate all claims and litigate if

necessary related matters within the area of responsibility. Provide custody of all relevant documents and journals, including but not limited to summonses, instructions to attorneys, experts, and trials. Ensure that an effective and efficient litigation process is followed. Prepare legal pleadings, motions, etc. Develop and update the litigation manual in line with the latest procedures. Manage the litigation database with relevant information for future reference. Identify litigation trends and patterns and related risk management. Ensure that where external resources are utilised the scope and costs have been approved by the Chief Director and the resources are managed in line with the agreed quality, milestones, deadlines, and budget. Professional Legal Assistance: Analyse specific legal problems and assist in the development of responsive solutions and strategies. Provide Legal Advice to Clients. Represent Clients at appropriate Forums. Scrutinise legal documentation. Draft legal documents / pleadings / opinions. Perform legal and/or factual research and investigations as specifically assigned, analyse data, and recommend courses of action, as appropriate. Respond to parliamentary questions. Reporting: Provide input on various reports i.e., audit committee report, contingent liabilities, etc. Provide input to questions from oversight bodies. Client and Relationship Management: Effectively build and maintain good relationships and interactions with clients, stakeholders, and business representatives. Establish strong relationships with internal and external service providers. Monitor the level of client satisfaction at regular intervals and after each significant delivery of product or service. Respond to clients' queries and complaints ensuring that corrective action is taken when necessary.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za
APPLICATIONS : To apply visit:
<https://erecruitment.treasury.gov.za/eRecruitment/#/browseJobs>

POST 33/100 : **DIRECTOR: RSA RETAIL SAVINGS BONDS REF NO: S100/2023**
 Division: Asset and Liability Management (ALM)
 Purpose: To finance the government's borrowing requirements through the issuance of RSA Retail Savings Bonds and manage the government's existing stock of retail debt in broadening the total investor base.

SALARY : R1 162 200 per annum, (all-inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required coupled with a Bachelor's degree (equivalent to an NQF level 7) in any of the following disciplines: Business Management or Economics or Financial Management or Accounting or Financial Economics or Investment Management. A minimum of 5 years' experience at a middle management level (Deputy Director) obtained in money and capital markets and financial markets operations. Knowledge and experience of product development in investments as well as capital markets research methodologies. Knowledge and experience of market analyses and information for utilisation and improvement of financial instruments in the broader business. Ability to think creatively and translate ideas into actionable product strategies. 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 : Financing of Governments gross borrowing requirement: Develop and implement a domestic RSA Retail Savings bond borrowing strategy for the National Treasury. Initiate the research, development and implementation of new bond and savings products. Provide an overview of issuances, settlements, and account of government securities in retail debt markets. Determine the finance measures of government's borrowing requirements in the domestic retail markets. Stakeholder Engagement: Develop and implement tools that will improve the investor base. Develop and implement an investor website for improved engagement with stakeholders. Engage with retail investors through road shows, exhibitions, the media, and other mediums. Address queries related to issues from investors. Develop relationship with stakeholders such as marketing agencies, departments, SARB, JSE, Banks, legal services, and other stakeholders. Provide inputs to the Financial Policy Sector on regulations about Bond Markets, Tax and Savings policies. Domestic RSA Savings Debt: Promote a savings culture through the issuances of the RSA Retail Savings Bonds. Initiate frequent market and portfolio analysis of qualitative and quantitative. Monitor domestic and international economic

events and their impact on the South African economy and the debt portfolio. Manage the compliance process of bond listing requirements and draft terms of conditions on new financial instruments. Analyse and advise on prudent debt management policies and recommend corrective debt strategies for implementation. Participate in annual budget process through funding strategies and the provision of figures on transactions, payments, and outstanding amount of the total debt portfolio. Research Market volatility: Initiate research on capital markets pertaining to market volatility in the prudent management of debt. Perform research on local and international markets to stay abreast of developments impact retail debt issues. Analyse and provide inputs to briefing notes and speeches.

ENQUIRIES APPLICATIONS : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za
 : To apply visit:
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OTHER POSTS

POST 33/101 : **SENIOR ECONOMIST: ECONOMETRIC RESEARCH REF NO: S108/2023**
 Division: Economic Policy (EP)
 Purpose: To develop new economic models in alignment to specific policy questions and enhance current models for the attainment of sound policy analysis to the stakeholders.

SALARY CENTRE REQUIREMENTS : R958 824 per annum, (all-inclusive remuneration package)
 : Pretoria
 : A Grade 12 is required coupled with a minimum National Diploma (equivalent to an NQF level 6) or Bachelor's degree (equivalent to an NQF level 7) in any of the following disciplines: Economics or Mathematical Economics or Econometrics. A minimum of 4 years' experience of which 2 years should be at an Assistant Director level or equivalent obtained in the application of various econometric techniques and software. Knowledge and experience in economic research. Experience in econometric analysis and model building and Knowledge and experience in model programming using software packages such as EViews, Stata, R-studio, MATLAB, etc.

DUTIES : Develop and Align Models to Specific Policy Questions: Initiate research in the identification of innovative economic modelling techniques and propose implementation. Develop economic models in response to policy questions and challenges. Provide inputs in the formulation of policies to determine their economic impact in the economy. Review and Enhance Models: Frequently review current and future models and propose adjustments, Initiate improvements for consultation and implementation of models. Assist with the design of models to reflect the overall economic theory. Provide simulations of projected scenarios within the National Treasury and other related government departments. Policy Analysis and Development: Provide theoretical and well researched reports that would align model outcomes to related policy questions. Scrutinise policy and analyse latest trends for developmental purposes, Provide inputs for improvement and development of econometric modelling. Stakeholder Engagement and Research: Engage with recognised international institutions on latest economic models and other relevant information. Verify numbers for correctness and proof-reading processes. Attend forums and workshops on latest developments in econometric research and related developments for integration within policy.

ENQUIRIES APPLICATIONS : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za
 : To apply visit:
<https://erecruitment.treasury.gov.za/eRecruitment/#/browseJobs>

POST 33/102 : **SENIOR ECONOMIST: RESEARCH AND DATA MANAGEMENT REF NO: S107/2023**
 Division: Economic Policy (EP)
 Purpose: To monitor, evaluate and advise on data held at the Secure Data Facility as well as provide analysis of the socio-economic impacts of policy proposals in conjunction with stakeholders using the available data. The incumbent will also be required to initiate research on key policy issues using the available data.

SALARY CENTRE : R958 824 per annum, (all-inclusive remuneration package)
 : Pretoria

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| <u>REQUIREMENTS</u> | : | A Grade 12 is required coupled with a minimum National Diploma (equivalent to an NQF level 6) or Bachelor's degree (equivalent to an NQF level 7) in any of the following disciplines: Economics or Econometrics. A minimum of 4 years' experience of which 2 years should be at an Assistant Director level or equivalent obtained in an economic policy development and analysis environment. Knowledge and experience of applied microeconomics, Knowledge, and experience of the latest trends in research and research tools and Knowledge and experience in the dissemination and interpretation of economic policy outcomes. |
| <u>DUTIES</u> | : | Economic Analysis: Provide research assistance and capacity building. Maintain databases of micro-economic and macro-economic indicators to assist in economic analysis. Advice and Stakeholder Engagement: Engage with SARS on data extractions and data quality industrial policy issues for consideration. Provide inputs (i.e., economic analysis) into policy discussions and assist to develop National Treasury policy positions in conjunction with other stakeholders. Draft data guidelines, technical notes, and briefing notes for consultation with stakeholders. Represent National Treasury on intergovernmental and other external forums and committees. Policy and Research: Initiate and conduct research on firm level dynamics and identify the implications thereof for government policies and priorities e.g., growth, employment, and investment. Initiate and produce in-depth analysis of the socio-economic impact of related policy and research proposals. Initiate and conduct research into policy-relevant developments in the primary, secondary, and tertiary sectors and (where appropriate) initiate benchmarking exercises with international institutional best practices and trends. National Budget & MTBPS: Provide inputs into Chapter 2 of Budget Review and MTBPS. Sector analysis, updates, tables, charts. Verify numbers for correctness and proof-reading processes. Project Management: Initiate the collaboration of research projects pertaining to the administration of data contributing to working papers. Provide inputs to the drafting of concept notes and terms of references. Optimise data lab processes pertaining to software, hardware, and other administrative processes. |
| <u>ENQUIRIES</u> | : | enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za |
| <u>APPLICATIONS</u> | : | To apply visit: https://erecruitment.treasury.gov.za/eRecruitment/#/browseJobs |
| <u>POST 33/103</u> | : | <u>SENIOR ECONOMIST: ECONOMIC DATA MANAGEMENT REF NO: S104/2023</u> Division: Economic Policy (EP) Purpose: To develop and maintain sound databases with the aim of facilitating policy research and interpret economic data. |
| <u>SALARY</u> | : | R958 824 per annum, (all-inclusive remuneration package) |
| <u>CENTRE</u> | : | Pretoria |
| <u>REQUIREMENTS</u> | : | A Grade 12 is required coupled with a minimum National Diploma (equivalent to an NQF level 6) or Bachelor's degree (equivalent to an NQF level 7) in any of the following disciplines: Economics or Mathematical Economics or Econometrics. A minimum of 4 years' experience of which 2 years should be at an Assistant Director level or equivalent obtained in the manipulation of data and development of new data tools. Knowledge and experience in interpreting and communicating results. Knowledge in the analysis and formulation of policies. Knowledge and experience in programming of models in software packages (including EViews, Stata, R-studio, MATLAB, etc.). |
| <u>DUTIES</u> | : | Data Provisioning and Availability: Develop new reliable data sources and contribute to enhanced usage of tools by stakeholders. Provide feedback to stakeholders and database providers. Provide adequate response to data requests. Ensure the continuous availability of up-to-date reliable data. Databases and software licenses: Frequently update the databases used for economic reports and presentations. Manage the development of software solutions to facilitate the use of data for policy research. (i.e., Excel macros, export, import functions to facilitate data use in other software, graph and table building functions). Oversee the software needs and understand the specifications of the different software packages. Respond to queries related to economic indicators and their functionality. Policy Analysis and Development: Create a platform for policy recommendation and consultation with stakeholders. Provide theoretically sound and well researched short reports and memos that provide analysis of the data. Develop relevant |

presentations and engage stakeholders Inform the National Treasury of new developments in data availability/management and software. Research and benchmarking: Initiate research with recognised institutions on the development of best practices pertaining to databases of information for implementation. Create a platform for benchmarking and other interventions to stay in touch with changes and new ideas pertaining to database manipulation. enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za
To apply visit:
<https://erecruitment.treasury.gov.za/eRecruitment/#/browseJobs>

**ENQUIRIES
APPLICATIONS**

POST 33/104

SENIOR ECONOMIST: FORECASTING REF NO: S105/2023

Division: Economic Policy (EP)

Purpose: To assist with the provision of quarterly forecasts of the South African economy over the MTEF period and maintain the National Treasury Quarterly Model (QMOD) for sound policy analysis and advice to stakeholders.

**SALARY
CENTRE
REQUIREMENTS**

R958 824 per annum, (all-inclusive remuneration package)

Pretoria

A Grade 12 is required coupled with a minimum National Diploma (equivalent to an NQF level 6) or Bachelor's degree (equivalent to an NQF level 7) in any of the following disciplines: Economics or Mathematical Economics or Econometrics. A minimum of 4 years' experience of which 2 years should be at an Assistant Director level or equivalent. Knowledge and experience in the utilisation of forecasting modelling tools. Knowledge and experience in economic analysis and model output interpretation and communication. Knowledge and experience in formulating policies, and programming software (EViews, Stata, R-studio, MATLAB, etc.).

DUTIES

Support the budget process: Quarterly Forecasts over the MTEF. Produce macroeconomic forecasts of the South African economy. Draft a forecasting explanatory memo after each forecast session to brief stakeholders on the main aspects of the economic projection. Provide different simulations on forecasts on economic growth and tax related models based on the revenue expectations for a specific financial year. Model Maintenance and Development: Maintain the QMOD for sound policy analysis and advice to all stakeholders. Update the QMOD and other forecasting models on availability of new data on a regular basis. Propose changes to the QMOD if necessary and effect approved changes. Conduct the adjustment of the equations in the QMOD for accuracy and integrity of data. Co-develop new models in line with the needs of National Treasury and its stakeholders. Policy Analysis and Development: Create a platform for policy recommendation and consultation with stakeholders. Provide theoretically sound and well researched short reports and memos that provide analysis of the data. Develop relevant presentations and engage stakeholders. Research and Stakeholder Engagement: Conduct research using the latest forecasting tools and methodologies for publication. Represent the National Treasury in relevant fora and engagements. Initiate and conduct research that supports model maintenance and development as well as the macro-fiscal planning process. Budget and MTBPS: Provide inputs into Chapter 2 of Budget Review and MTBPS. Sector analysis, updates, tables, charts. Lead internal number checking process and assist proof reading of Budget Chapters.

**ENQUIRIES
APPLICATIONS**

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POST 33/105

DEPUTY DIRECTOR: ADMINISTRATIVE LAW REF NO: S093/2023

Division: Office of the Director-General (ODG)

Purpose: To assist in managing litigation brought by, or against, the National Treasury and advice on the legal implications of administrative action taken by National Treasury, Public Entities and Agencies reporting to the Minister of Finance and render legal support to the National Treasury and other stakeholders.

**SALARY
CENTRE
REQUIREMENTS**

R811 560 per annum, (all-inclusive remuneration package)

Pretoria

A Grade 12 certificate. LLB degree. A postgraduate qualification will be an added advantage. Admission as an Attorney with Right of Appearance or eligible to obtain Right of Appearance in the High Court. A minimum of 4 years'

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| | | post admission experience of which 2 years should be at an Assistant Director level or equivalent obtained in a legal environment with specific reference to litigation and administrative law. Knowledge of International, Constitutional and Administrative law and also Interpretation of Statutes. Drafting skills. |
| <u>DUTIES</u> | : | Litigation Management: Consult and liaise both internally and externally with stakeholders on litigation matters. Obtain instructions and liaise with the State Attorney regarding court cases and draft letters of instruction to the State Attorney and compile relevant documents. Prepare documents for all courts and other legal tribunals. Assess all claims and litigate, if necessary, related matters within the area of responsibility. Prepare legal pleadings, notice motions, etc. Legal Advice / Opinion: Analyse specific legal problems and assist in the development of responsive solutions and strategies. Provide legal advice to clients. Scrutinise draft legal documents / pleadings / opinions. Perform legal and / or factual research and investigations as specifically assigned, analyse data, and recommend courses of action. Reporting: Provide input on various reports i.e., audit committee report, contingent liabilities, etc. Provide input to questions from oversight bodies. Client and Relationship Management: Establish relationships with external service providers. Respond to clients' queries and complaints and take corrective action when necessary. |
| <u>ENQUIRIES APPLICATIONS</u> | : | enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za |
| | : | To apply visit: |
| | : | https://erecruitment.treasury.gov.za/eRecruitment/#/browseJobs |
| <u>POST 33/106</u> | : | <u>DEPUTY DIRECTOR: CORPORATE LAW REF NO: S112/2023</u> Division: Office of the Director-General (ODG) Purpose: To draft and / or vet contracts and other legal instruments, assist in managing litigation brought by or against the National Treasury, advise on legal implications of administrative action taken by the National Treasury and render legal support to the National Treasury and other stakeholders. |
| <u>SALARY CENTRE REQUIREMENTS</u> | : | R811 560 per annum, (all-inclusive remuneration package) |
| | : | Pretoria |
| | : | A Grade 12 Certificate. LLB Degree. A post graduate qualification will be an added advantage. Admission as an Attorney with Right of Appearance or eligible to obtain Right of Appearance in the High Court. A minimum of 4 years' post admission experience of which 2 years should be at an Assistant Director level or equivalent in a legal environment with specific reference to corporate law. Knowledge of International, Constitutional and Administrative law and also Interpretation of Statutes. Drafting skills. |
| <u>DUTIES</u> | : | Domestic and International Contracts and Legal Instruments: Conduct and coordinate research into a variety of legal issues. Draft and vet contracts for compliance. Negotiate contracts on behalf of the National Treasury, Minister of Finance, and entities. Provide legal advice regarding the effect or interpretation of a contract or a certain clause in a contract. Other Agreements / legal instruments: Draft Guarantee Agreements and advise the National Treasury on loans to be guaranteed. Veto the various legal instruments in respect of bond issuances. Vet Shareholders Compacts, powers of attorney and other documents for compliance. Provide legal advice regarding the interpretation and legislative compliance of certain documents, such as applications in terms of the PFMA, resolutions in terms of the Companies Act. Contract Management and Administration: Record all new instructions accurately and ensure that all records are easily accessible. Ensure that signed agreements are captured on the database. Litigation: Consult and liaise both internally and externally with stakeholders on litigation matters. Liaise with the State Attorney regarding court cases and draft documents in that regard. Prepare documents for court cases. Populate the litigation database with relevant information for future reference. Provide administrative support to the directors on litigation matters. Compile monthly reports. Professional Legal Assistance: Analyse specific legal problems and assist in the development of responsive solutions and strategies. Provide legal advice to clients. Represent clients at appropriate Forums. Scrutinise legal documentation and provide legal opinion in respect thereof. Draft legal documents / pleadings / opinions. Perform legal and / or factual research and investigations as specifically assigned, analyse data, and recommend courses of action, as appropriate. Provide legal support in respect of any projects that may have legal implications. Client Relationship Management: Effectively build and maintain good relationships and interactions with clients, stakeholders, and business representatives. Establish |

strong relationships with internal and external service providers. Respond to clients' queries and complaints ensuring that corrective action is taken when necessary.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za
APPLICATIONS : To apply visit:
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POST 33/107 : **POLICY ANALYST: PROVINCIAL GOVERNMENT ACCOUNTS REF NO: S102/2023**

Division: Budget Office (BO)

Purpose: To assist in the provision of reliable financial data related to the provincial sphere of government for the analysis of policy formulation and reporting in compliance with regulatory requirements.

SALARY : R527 298 per annum, (Remuneration package benefits exclusive)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 coupled with a minimum National Diploma (equivalent to an NQF level 6) or Bachelor's degree (equivalent to an NQF level 7) in any of the following disciplines: Computer Science or Accounting or Economics or Business Economics or Management. A minimum of 3 years' experience obtained database development, data warehousing and data integration. Knowledge and experience in report development. Knowledge and experience in utilisation of MS Office suite of products, with particular emphasis on the manipulation of Microsoft Excel.

DUTIES : Assist in the development of a formal database housing provincial revenue and expenditure data covering all aspects of the budget cycle. Assist with the reviewing of the data model to enhance data management and improve efficiency of data extraction and reporting. Data Gathering: Provide technical support in developing reporting systems, templates, and tools, to provide accurate and reliable data for internal and external usage. Enhance processes and procedures regarding automation and data extraction from financial systems for reporting purposes. Data Integrity: Apply classification standards, circulars, and practice notes consistently and correctly. Maintain data of provincial data between National Treasury and other institutions. Assist with the application of changes to the Economic Reporting Format and the Standard Chart of Accounts to history data to guarantee the consistent application of data. Data analysis: Provide technical support to internal and external clients regarding data analysis tools and techniques. Provide provincial data for Treasury publications and internal and external documents.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za
APPLICATIONS : To apply visit:
<https://erecruitment.treasury.gov.za/eRecruitment/#/browseJobs>

POST 33/108 : **ANALYST: DEBT OPERATIONS REF NO: S101/2023**

Division: Asset and Liability Management (ALM)

Purpose: To assist with the creation of a conducive environment and culture of saving in South Africa through the administration of RSA Retail Bonds.

SALARY : R527 298 per annum, (Remuneration package benefits exclusive)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required coupled with a minimum National Diploma (equivalent to an NQF level 6) or Bachelor's degree (equivalent to an NQF level 7) in any of the following disciplines: Economics or Finance. A minimum of 3 years' experience in a customer service administration role and accounting environment or similar. Must have experience in data capturing and reconciliation. Knowledge and experience of Microsoft Office (Outlook, Word, Excel, PowerPoint). Experience in KYC compliance would be beneficial.

DUTIES : Payment's administration: Estate Late: Assist with the processing of all estate late (scheduled and ad hoc) transactions including sending for verification. Assist with attending to and resolving all investor queries on the HEAT call system, phone queries, emails etc. Assist with updating the estate late spreadsheet and follow up on all the outstanding transactions. Assist with the distribution of estate late correspondence through email or postage. Investor administration: Financial Cooperatives: Assist with processing of financial cooperative transactions, new applications, withdrawals, etc. Assist with updating and maintaining of the financial cooperatives register spreadsheet. Assist with attending to and resolving all financial cooperatives queries on the

HEAT call system, phone queries, emails etc. Assist with the distribution of financial cooperative correspondence through email or postage. Payment's administration: verification of transactions: Assist with the verification of payments, interests, redemptions, and fees payments, etc. Assist with the reconciliation process of rejected transactions and all queries. Administration: power of attorney requirements: Assist with the loading and updating all power of attorney documentation, ensuring that documents are valid and up-to date. Assist with ensuring that all documentation received is FICA compliant, including the reviewing of all power of attorney documentation for validity and filing of all the documents.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za
APPLICATIONS : To apply visit:
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POST 33/109 : **AUDIT AND RISK COMMITTEE MEMBER REF NO: S110/2023**
 Division: Office of the Director-General (ODG)
 (2 Years Contract)
 (Re-Advertisement)
 Purpose: To execute the committee mandate, as articulated in the Committee Charter.

SALARY : In accordance with National Treasury Audit Committee Charter
CENTRE : Pretoria
REQUIREMENTS : A relevant postgraduate tertiary qualification and professional certificate in Auditing or Accountancy or Risk Management and must be an active member of the relevant professional bodies. A minimum of 5 years' experience in audit committee or executive management, preferably in the public sector. A sense of integrity and strong ethical values. An ability to act honestly and in good faith in the public interest. Understanding of the mandate of the committee. Independence and objectivity. Goal oriented and transformative. Understanding of audit and risk management practices. Leadership qualities. Professionalism. An understanding of the National Treasury and applicable accounting standards (i.e., PFMA). Willingness to exercise due diligence and to provide sound advice to the Executive Authority.

DUTIES : Overseeing the effectiveness and reliability of the financial and non-financial internal control and risk management. Advising the executive management on matters relating to the financial and risk management. Independently reviewing the reporting processes to ensure the integrity of reports. Providing oversight on the implementation of plans to address audit issues. Providing oversight on the institutional compliance with legislative and regulatory requirements. Promoting a culture committed to lawful and ethical behaviour, including oversight of fraud management.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za
APPLICATIONS : To apply visit:
<https://erecruitment.treasury.gov.za/eRecruitment/#/browseJobs>