

DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



- APPLICATIONS** : Applications must be posted / or hand-delivered to: The Department of Planning, Monitoring and Evaluation (DPME), Attention: Human Resource Admin & Recruitment, at Private Bag X944, Pretoria, 0028 or hand delivered to 330 Grosvenor Street, Hatfield, Pretoria 0028 (please quote the relevant post and reference number). Applications can also be emailed to Recruitment11@dpme.gov.za
- CLOSING DATE** : 31 October 2025 at 16:30
- WEBSITE** : www.dpme.gov.za
- NOTE** : The relevant reference number must be quoted on all applications. The successful candidate will have to sign an annual performance agreement and will be required to undergo a security clearance. Applications must be submitted on a signed Z83 accompanied by a comprehensive CV only specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Certified copies of qualifications and other relevant documents will be requested from shortlisted candidates only. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards. The DPME is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s). Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. All shortlisted candidates will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. The DPME reserves the right to utilise practical exercises/tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Prior to appointment, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates are required to use the new Z83 (Application for employment) that is implemented with effect from 1 January 2021. A copy can be downloaded on the website of the Department of Public Service & Administration (DPSA) at www.dpsa.gov.za
- ERRATUM:** Kindly note that the post of Deputy Director-General: Corporate Services with Ref No: 10/2025 was advertised in Public Service Vacancy Circular 37 dated 10 October 2025. The salary has been amended as follows: From R1, 741 770 to R1, 813 182 per annum (Level 15), all-inclusive salary package.

OTHER POST

<u>POST 38/116</u>	:	<u>SENIOR STATE ACCOUNTANT: PMG REF NO: 11/2025</u> Unit: Payables, Receivables and PMG
<u>SALARY</u>	:	R397 116 – R467 790 per annum (Level 08), plus benefits
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A National Diploma/ Degree (NQF 6/7) in Finance/Accounting with at least 4 Years' experience in financial management environment. NQF Level 8 or higher qualification will be an added advantage. Competencies and skills: Should have extensive knowledge and experience of BAS, LOGIS and PERSAL and a high level of computer literacy and sound knowledge of Microsoft Office suite. Must have good Interpersonal relations, planning and execution skills and good leadership skills. Must have good verbal and written communication skills. Ability to manage/control financial resources and supervise staff. Must have the ability to delegate and empower subordinates. Must have the ability to interpret relevant Directives such as PFMA, Treasury Regulations and other relevant legislation. Personal Attributes: Ability to accept responsibility, work independently, and produce good quality of work. Must be a team player, flexible and reliable.
<u>DUTIES</u>	:	The successful candidate will be responsible to provide financial administration and operational services within the Department. This entails to administer the Paymaster General Account, Month/Year end Closure and Revenue. Administer Ledger Accounts, Journals and provide IFS/AFS inputs. Administer Entities and Safety Web Payments. Manage Petty Cash and perform PERSAL deductions. HR Management.
<u>ENQUIRIES</u>	:	Ms M Masilela Tel No: (012) 312-0471