ANNEXURE K

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.

NOTE : Effective from 7 April 2021, the National Treasury now utilises an e-Recruitment System which means all applicants must login/register to apply for positions, we only accept hand delivered/posted applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the National Treasury ICT unit was unable to assist. 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 documentation 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 will be subjected to two assessments. The first assessment will be a technical exercise that intends to test relevant technical elements of the job, while the second assessment will be an integrity (ethical conduct) assessment, the logistics of which will be communicated by the Department. It should be noted that the National Treasury does not support the use of Artificial Intelligence (AI) in any of its recruitment and selection processes and will disqualify an application if it picks up the use of AI when completing assessments without acknowledging the source of information. 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, is a requirement for all SMS positions. For SMS positions certain candidates may be required to undergo additional Psychometric Assessments. All qualifications, criminal and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted in line with the new DPSA Directive effective 01 April 2024. By submitting your application, it also means you consent to the National Treasury processing your information for Human Resources Management purposes. 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), at your own expense. Upon appointment, successful candidates will be required to sign a Performance Agreement within 3 months from date of appointment and for candidates whose appointment exceeds 12 calendar months will be appointed on probation for the period of twelve (12) calendar months excluding leave taken as prescribed by Public Service Regulation 68. 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, withdraw or to put on hold a position and/or to re-advertise a post. All queries must be submitted via email addressed to the Human Resources Recruitment Support Team on Recruitment.Enquiries@treasury.gov.za The National Treasury is compliant with the requirements of POPIA.

MANAGEMENT ECHELON

POST 39/52 : **DIRECTOR: TRANSVERSAL CONTRACTING REF NO: S069/2025 (X2 POSTS)**
Division: Office of the Chief Procurement Officer (OCPO)
Purpose: To manage a commodity unit within Transversal Contracting, responsible for the efficient facilitation and processing of transversal term contracts on behalf of government.

SALARY : R1 226 714 per annum, (all-inclusive)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required coupled with a minimum Bachelor's degree (equivalent to NQF level 7) in Economics or Business Economics or Supply Chain Management or Logistics Management or Purchasing Management or Commercial Law or Business Management or Business Administration. A minimum of 5 years' experience at a middle or senior managerial level obtained in a supply chain management environment, Knowledge of research and Project management methodology. Knowledge of the broader policy framework on SCM, (PFMA, Treasury Regulations, Preferential Procurement Policy Framework Act (PPPFA). Knowledge of SCM prescripts and directives. 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 : Market Research: Review adequacy of existing transversal contracting policies in conjunction with relevant stakeholders, Develop a long-term transversal contracting proposal and sourcing strategy for government, Research a short-term supply stabilization strategy in conjunction with relevant stakeholders, Consult Supply Chain and Value Chain analysis to identify process improvement opportunities, Identify opportunities for cost saving measures through life-cycle costing, economies of scale and total cost of ownership of transversal term contracts, Propose a standardized process that will meet the requirements and specifications of users in compliance with policy and procedures, Conduct market research to determine commodity trends on usage, leasing, etc. Design, Develop and Implement transversal term contracts Strategies: Develop implementation plan for sourcing strategy including contract management, Develop implementation plan for sourcing strategy including contract management, Provide technical support for the entire SCM processes, Design a methodology for quantification of economic benefits, Provide technical support for supplier due diligence. Improve internal control strategies: Develop and review risk profiles for transversal contract procurement, Enhance transparency and compliance with SCM processes, Provide support for implementation of risk mitigation strategies. Improve contract management in external environment: Provide technical support to all spheres of government, Promote long term supplier relationships. Supplier performance management and reporting: Coordinate the management of supplier performance, Coordinate the management of contract performance. Promote government socio-economic objectives: Support black economic empowerment development, Support Proudly SA products, local content and related policies, Support SMME development, Support all policies with development and transformation agenda.
ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)

OTHER POSTS

POST 39/53 : **DEPUTY DIRECTOR: DATABASE DEVELOPMENT & MANAGEMENT REF NO: S070/2025**
Division: Budget Office (BO)
Purpose: To provide accurate and reliable financial data to the general sphere of government for analysis, policy formulation and reporting in compliance with legislation pertaining to domestic and international reporting standards and requirements.

SALARY : R1 059 105 per annum, (all-inclusive)
CENTRE : Pretoria

REQUIREMENTS : A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor's degree (equivalent to NQF level 7) in Information Technology. A minimum of 4 years' experience of which 2 years should be at an Assistant Director level or equivalent obtained in budgeting and the preparation of consolidated statistics. Experience in utilising the Microsoft suite of products with specific emphasis on SQL, SharePoint and Excel, Experience in SQL Integration Services. Experience in database querying and integration of data sets from various platforms. Experience in working with large data sets, Experience in the budgeting process of government. Experience in utilising economic reporting formats.

DUTIES : Database Development & Management: Develop, manage and maintain a formal database on housing revenue and expenditure data pertaining to the budget- cycle, Apply data model changes to the database to enhance data management and improve efficiency of data extraction and reporting, Design and implement ETL (extract, transform and load) packages and scripts to automate data processes from distributed systems. Data Analysis and Techniques: Develop and enhance the maintenance of data analysis tools and data collection templates to improve analysis techniques and processes, Maintain and update business intelligence tools, databases, dashboards, systems, and methods, Enhance processes and procedures regarding data extraction from financial systems for reporting purposes, Provide technical support to internal and external clients on data analysis tools and techniques, Identify new data sources and integration of data from various platforms to broaden data coverage and improve data analysis, Manage timely flow of business intelligence information to users, Provide technical support and subject matter expertise in the development and enhancement of reporting systems to improve accuracy and integrity of data for internal and external usage. Compliance with Legislative and International Requirements: Provide data for integration in the Treasury publications and other working documents, Align classification standards, circulars and practise notes consistent with legislation. Compliance to Local and International Standards: Apply changes to the Economic Reporting Format and the Standard Chart of Accounts to data, Improve the integrity of data usage provided by National Treasury, for the utilisation of other institutions (SARB and Stats SA), Align budget and programme structure process of national and provincial departments for processing and implementation on transversal financial systems used by Government, Manage documenting of specifications for business intelligence or information technology (IT) reports, dashboards, or other outputs.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za

APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment

CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)

POST 39/54 : **DEPUTY DIRECTOR: FISCAL RESEARCH REF NO: S071/2025**

Division: Budget Office (BO)

Purpose: To define the fiscal policy research agenda of the National Treasury on the short and long-term impacts of fiscal policy decisions with relevance to the developmental goals of South Africa; support the production of the budget documents.

SALARY : R1 059 105 per annum, (all-inclusive)

CENTRE : Pretoria

REQUIREMENTS : A Grade 12 is required coupled with a minimum Bachelor's degree (equivalent to NQF level 7) in Economics or Theoretical or Applied Mathematics or Mathematical Statistics or Computer Science. A minimum of 4 years' experience of which 2 years should be at an Assistant Director level or equivalent obtained in economic policy or economic research environment. Experience in policy development and communication is also valued. Knowledge of economics analysis and research. Knowledge of mathematics and statistics will be an advantage.

DUTIES : Fiscal Policy Research: Undertake research in line with the requirements of the National Treasury on the international and domestic macro-economic environment, institutional frameworks and their impact on fiscal sustainability, Develop policy and implement policy decisions of fiscal nature, Provide a platform for oversight and credibility of information. Medium Term Budget Policy Statement and Budget Review: Develop a broader fiscal policy work plan for consideration and implementation, Provide an appropriate and consistent presentation of fiscal policy content across chapters, Support the production of the fiscal chapter, including associated tables and data development, for credibility, Provide oversight on consistency of information throughout the publication. Fiscal Analysis: Liaise with internal and external stakeholders over the trajectory of elements related to fiscal sustainability, Provide forecast on the modelling and variables related to the long-term sustainability of the fiscus, Fiscal policy implications and responses to quarterly macroeconomic forecasts. Benchmarking Research: Undertake economic research, analysis and the relation to fiscal policy, Provide research into the levels of the various fiscal indicators and their implications for sustainability, growth, and development, Engage stakeholders on broader economic issues, drawing particular attention to the role and impact of government.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)

POST 39/55 : **DEPUTY DIRECTOR: TRANSVERSAL CONTRACTING REF NO: S075/2025 (X3 POSTS)**

Division: Office of the Chief Procurement Officer (OCPO)
Purpose: To coordinate the SCM commodity process within Transversal Contracting in the facilitation and processing of transversal contracts and the dissemination of specific terms and conditions of contracts.

SALARY : R1 059 105 per annum, (all-inclusive)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor’s degree (equivalent to NQF level 7) in Economics or Business Economics or Supply Chain Management or Logistics or Financial Management or Business Management. A minimum of 4 years’ experience of which 2 years should be at an Assistant Director level or equivalent obtained in a supply chain management environment. Knowledge and experience of the PFMA, Treasury Regulations, SCM Policies and prescribes.
DUTIES : Management of Centralised Contracts: Manage the facilitation and administration of Transversal Term Contracts with particular emphasis on the following: Demand Management, Acquisition Management, Contract Management, Supplier performance management and reporting. Promote and Support Strategic Procurement of Transversal Term Contracts: Implement the strategic procurement processes concerning transversal term contracts by: Application and awareness of strategic sourcing, Developing quantification of economic benefits of strategic procurement, Developing Pricing measures and initiate benchmarking with market and industry in the analysis and dissemination of projections in support of strategic procurement. Compliance and Risk Management: Initiate the improvement of internal control measures, conducive and in compliance with policies and procedures of transversal contracting, as follows: Promote the transparency and compliance of SCM processes, through awareness, Develop and implement risk mitigation strategies, apply SCM business processes, Supplier performance management, Improve contract management principles. Promote Government Socio-Economic Objectives: Promote the implementation of government policies aimed at improving and fast-tracking the socio-economic outputs, in Transversal Term Contracts through: Black Economic Empowerment, Industrial policies, Preferential Procurement, Small, Medium and Micro Enterprises Development.
ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)

POST 39/56	:	**DEPUTY DIRECTOR: DATA INTEGRITY AND STANDARDS REF NO: S077/2025** Division: Budget Office (BO) Purpose: To ensure that the quality and integrity of all government statistics produced by the National Treasury is improved by providing an appropriate data policy environment by researching, customising and implementing applicable statistical classification standards and monitoring the implementation of such policy reforms by managing the extraction and interrogation of financial data records in terms of compliance with applicable statistical classification standards.
SALARY	:	R1 059 105 per annum, (all-inclusive)
CENTRE	:	Pretoria
REQUIREMENTS	:	A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor's degree (equivalent to NQF level 7) in Economics or Statistics or Finance. A minimum of 4 years' experience of which 2 years should be at an Assistant Director level or equivalent obtained in statistical data compilation and manipulation. Knowledge and experience of the budgeting process in government. Knowledge of economics analysis and research. Exposure to statistical and financial accounting standards relevant to public sector, both local and international accounting standards applicable. Understanding of the structure and legislative mandates of the organs of government.
DUTIES	:	Data Integrity Improvement: Develop appropriate techniques for completing data verification and validation activities, Initiate improved data inspection techniques, Compile periodic reports, for internal Treasury consumption, related to the relative accuracy and continued data relevance, Align data publications and develop governance structures and procedures to accurately manage data processes prior to publication, Provide oversight on the accuracy of publications produced by other statistical agencies, i.e. Stats SA, SARB, by implementing recon procedures and processes, so ensuring SDDS compliance. Implementation of Data Standards: Monitor and improve the implementation of the Economic Reporting Format designed and implemented by the National Treasury, Comply with statistical data to accounting policy, via compliance to GRAP standards and standards set by the Accounting Standards Board, Align standards as prescribed by the IMF's Special Data Dissemination Standard (SDDS) in compliance to international reporting standards, Prepare data inputs for inclusion in the National Accounts statistics, published by the SARB and StatsSA, in line with the requirements of the System of National Accounts (SNA93) and Eurostat. Development and Enhancement of South African Data Standards: Drive the standards development process to ensure compliance with relevant statistical standards, Implement appropriate standards that will ensure the publication of appropriately classified data in terms of the UN functional classification. Management of SCOA Technical Committee and corresponding maintenance process: Assume accountability for efficiency and strategic direction of the SCOA Technical Committee, Retain accountability for working and delivery of the SCOA Technical Committee, Perform the function of chairperson for the SCOA Technical Committee, Ensure timely resolution of queries submitted to the Technical Committee, Initiate publication of Classification Circulars and chart of accounts and provide advice on classification. Stakeholders Engagement: Engage on processes associated with the issuing of data standards, including liaison with training teams, communication forums, website administrators, etc, Engage on the internal processes related to impact of change related to new or amended statistical standards, including the GFS, SNA, COFOG, ISIC, GRAP and others in terms of the impacts to the data structure.
ENQUIRIES	:	enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS	:	To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE	:	10 November 2025 at 12:00 pm (Midday)
POST 39/57	:	**DEPUTY DIRECTOR: REGULARITY AUDIT REF NO: S073/2025** Division: Office of the Director-General (ODG) Purpose: To manage the Regularity Audit plan for NT, ASB, IRBA and GTAC in accordance with the planned regularity audit methodology.
SALARY	:	R896 436 per annum, (all-inclusive)

CENTRE	:	Pretoria
REQUIREMENTS	:	A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor's degree (equivalent to NQF level 7) in Internal Auditing or Risk Management or Accounting. A minimum of 4 years of which 2 years should be at an Assistant Director level or equivalent obtained in the internal audit environment. Knowledge of Internal Audit Methodologies, Fundamentals and Principles.
DUTIES	:	Strategic leadership and stakeholder management: Contribute to raising awareness of the Internal Audit division with specific emphasis on Regularity Audit through stakeholder engagement, Execute plans and guidelines to ensure completion of strategic and operational activities, Liaise, co-coordinate, establish and maintain good relations with stakeholders on audit related matters, Contribute towards initiatives or recommendations by the Audit Committee. Audit Process: Risk assessment, audit plan, assurance and advisory services: Manage all Regularity audits and perform quality assurance, Contribute to the review of the annual risk assessment. Contribute to the development and alignment of the 3 year rolling audit plan and detailed annual regularity audit plan based on the strategic and operational risks, Provide advice and guidance on Regularity Audits to be conducted and propose solutions for challenging technical related problems, Ensure completion of all regularity audits as well as the findings register, Initial quality assurance of all regularity audit reports before submission, Providing feedback and clarification to the client relating to Regularity audit reports, control and technology related matters. Resource management: Manage and develop Regularity Audit resources to ensure effective and efficient delivery and overall achievement of Regularity Audit objectives, Develop the training plan for Regularity Audit, Perform resource allocation and priorities across regularity audit projects. Process improvements and research: Keep abreast of global trends, new developments in the Regularity audit, Identify areas for improvement to ensure a sustainable Audit Strategy, Regularity Audit Methodology and Resource Plan to ensure continuity of Regularity audit services. Management reporting: Manage the Regularity Audit reporting processes, Present Regularity Audit reports to clients, Provide feedback on the progress against the approved Regularity Audit plan.
ENQUIRIES	:	enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS	:	To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE	:	10 November 2025 at 12:00 pm (Midday)

POST 39/58	:	**ASSISTANT DIRECTOR: TREASURY OPERATIONS REF NO: S066/2025** Division: Asset and Liability Management Budget Office (ALM) Purpose: To assist with financial risk management and debt management oversight of state-owned entities (SOEs).
SALARY	:	R582 444 per annum, (Excl. benefits)
CENTRE	:	Pretoria
REQUIREMENTS	:	A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor's degree (equivalent to NQF level 7) in Financial Accounting or Financial Risk Management or Financial Management. A minimum of 3 years' experience obtained within a financial risk management analysis, treasury policy development, and implementation environment. Knowledge and experience of the policy framework of the Treasury Operations of SOEs. Knowledge and experience of financial markets. Knowledge and experience of analysis and dissemination of information, e.g. financial data pertaining to bond yields, commodity prices, currencies. Knowledge and experience of research and benchmarking exercises with established organisations.
DUTIES	:	Stakeholder Engagement: Promote relationships within SOEs through collaboration, internally and externally, Assist with the development and maintenance of information as required by stakeholders. Policy Development: Review Treasury Management in terms of "Best Practices for Treasury Management" and "Corporate Governance" as pertaining to Treasury Management, Develop and update the Best Practices Guidelines for Treasury Management, and relevant Treasury Regulations. Treasury Reviews: Review the Treasury Operations of SOEs in line with the relevant guidelines, Review the mandates of SOEs and the mandates of individual treasury operations and align accordingly, Identify areas of risks within SOEs and implement remedial actions to mitigate risk, Develop synergies between business and internal

National Treasury stakeholders pertaining to sub-sovereign debt management and the issuance of contingent liabilities, Amend best practice statements from credible sources within the broader scope of governance, risk management and operations. Strategic Analysis: Evaluate the appropriateness of governance and risk management models utilised for Treasuries in individual SOEs and determine whether adjustments are required for alignment with policy, Determine necessary policy and legislative modifications, revisions or additions to support recommendations, Recommend on appropriate treasury structures and controls and monitor SOEs for compliance to the Best Practice Guidelines for Treasury Management in line with the Treasury Regulations, Ensure that SOEs operate in line with best practices standards, governance structures and risk management processes to eliminate inappropriate Treasury activities and outcomes.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)

POST 39/59 : **ECONOMIST: FORECASTING REF NO: S068/2025**
Division: Economic Policy and International Cooperation Division (EPIC)
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 : R582 444 per annum, (Excl. benefits)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required, coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor's degree (equivalent to NQF level 7) in Economics or Mathematics or Statistics or Econometrics. A minimum of 3 years' experience obtained within an economic modelling environment.
DUTIES : Quarterly Forecasts over the MTEF: Assist with the compilation of the macroeconomic forecast of the South African economy, Draft forecasting explanatory memoranda to debrief stakeholders on the main aspects of the economic projection, assist in providing different simulations on forecasts on economic growth and tax related models based on the revenue expectations for a specific financial year. Maintain Economic Models: Assist with the updating of economic models, Assist with the development of new models in alignment with policy and related needs, Consult stakeholders on new initiatives on the maintenance of models. Policy Analysis and Development: Provide theoretically sound and well researched reports and memos that link model outcomes to specific policy questions, Develop presentations and engage stakeholders, Inform internal and external stakeholders on new developments impacting the economic modelling world and illustrate their usage. Stakeholder Engagement and Research: Engage clients on new developments pertaining to projection tools and their impact on the SA economy, Initiate research and engage with international recognised institutions on latest trends pertaining to model development.
ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)

POST 39/60 : **ASSISTANT DIRECTOR: INVESTMENT ANALYSIS REF NO: S065/2025**
Division: Asset and Liability Management Division (ALM)
Purpose: To assist the National Treasury in the monitoring and evaluation of financial performances of SOCs and commend on appropriate responses for implementation

SALARY : R582 444 per annum, (Excl. benefits)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required, coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor's degree (equivalent to NQF level 7) in Finance or Accounting or Financial Economics. A minimum of 3 years' experience obtained in a corporate, financial investment or banking environment. Ability to assess and make recommendations on the benefits and risks of financial transactions. Knowledge and experience of analysing financial statements and business cases.
DUTIES : Promote allocation and utilisation of financial resources: Analyse SOCs/WBs Corporate plans and Annual Reports, Prepare a dashboard summary of

corporate plan and annual report findings, Provide recommendations on the financial analysis and findings, Analyse tariff submission by Water boards (WBs) and prepare letters on tariff determinations. Monitor Infrastructure spending of SOCs: Collect and disseminate infrastructure figures from SOCs/WBs, Analyse infrastructure spending trends of SOCs/WBs and compile a report on findings and recommendations for implementation, Engage external stakeholders regarding their infrastructure plans and prepare presentations on spending trends. SOC reforms: Assist with valuation analysis of SOCs/WBs, Assess entities' business cases, considering prospects for privatisation, appropriate funding models and make recommendations, Assist with the review of developmental mandates and appropriate funding mechanisms. Corporate Governance in SOCs: Assist with the improvement of stakeholder relations by escalating relevant info to stakeholders promptly, Provide financial inputs into section 54 applications and MTEC process, Provide financial input into the budget review and MTBPS process, where required, Promote compliance of the PFMA determinations within SOCs, Assist with the compilation of recommendations on the funding requests of SOCs/WBs and perform site visits.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday

POST 39/61 : **ASSISTANT DIRECTOR: INFORMATION SECURITY AND COMPLIANCE REF NO: S072/2025**

Division: Corporate Services (CS)
Purpose: To render an effective, efficient record administration within the National Treasury; assist in managing the central registry/s and provide administrative support to the PAIA Helpdesk.

SALARY : R468 459 per annum, (Excl. benefits)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor's Degree (equivalent to NQF level 7) in the Security Risk Management or Policing or Public Management or Criminal Justice. A minimum of 3 years' experience obtained within the field of security management and investigations. Knowledge of the Minimum Information Security Standards (MISS) and other security legislations. A valid driver's license is required. Knowledge and experience in the analysis of information, conflict management, interpersonal skills, report writing and good presentation skills.
DUTIES : Co-ordinate Security Awareness Programmes within the National Treasury: Initiate the drafting of prescribed security training, awareness and orientation programmes and procedures for consideration, Develop and maintain security awareness and orientation programmes for implementation, Monitor the impact and compliance of these programmes in the Department, Liaise with external stakeholders such as SAPS and SSA on the prescribed security awareness implementation plan. Conduct Security Investigations to minimise Breaches in the Department: Investigate all security breaches that occurred within the department and proposed corrective actions for implementation, Compile investigation reports and make recommendation for implementation, Assess the impact of any breaches and initiate the escalation thereof to the SSA and SAPS for further investigation, Investigate security breaches and report incidents or suspected incidents of security breaches or leakages of sensitive information to SSA. MTBPS and Budget Process: Develop operational plan for the MTBPS and Budget process, Coordinate internal and external stakeholder meetings ensuring information leaks before embargo is lifted are eradicated. Development and review of Governance documents: Develop and Review Policies and Procedures relating to Information Security, Conduct indepth research on international security standards and align policies and procedures, Advice Management regarding amendments/review of such Policies and Procedures.
ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday

POST 39/62 : **REGULARITY AUDITOR REF NO: S074/2025**
Division: Office of the Director-General (ODG)
Purpose: To assist with the execution of Regularity Audits engagements for NT, IRBA, ASB and GTAC in accordance with the Audit plan.

SALARY : R397 116 per annum, (Excl. benefits)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) or Bachelor's degree (equivalent to NQF level 7) in Internal Auditing or Accounting. A minimum of 2 years' experience obtained in internal audit. Knowledge of Regularity Audit fundamentals and principles. Knowledge of processes and procedures.
DUTIES : Assist with project planning: Maintain record of engagements with clients, Collate the relevant data for future utilisation. Transactional Document Information and flow: Assist with financial and management information flows, in compliance with internal audit policies and procedures, Assist in the identification and planning of auditable processes within the National Treasury, Assist with recordkeeping of information for future utilisation. Identify Risk and Controls and Initiate Audit Testing: Assist in the analyses of risk mitigated processes, Assist with the identification of controls in the system and advise on corrective measures, Provide a preliminary evaluation of the plan of execution, Assist in preparing and updating the risk register, Perform audit test as outlined within the risk register, Keep record of test results for future reference and application. Evaluate testing results, develop effective control environment and assist with the preparation of draft report: Verify working papers for correctness in accordance with auditing standards and methodology, Assist in preparing recommendations for the improvement of processes and procedures, Assist with the compilation of a draft report on recommendations for implementation, Assist follow-up on outstanding audits. Knowledge Management: Maintain and update manuals and electronic filing in compliance with NTs policies and procedures.
ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)

POST 39/63 : **TRANSVERSAL CONTRACTING SUPPORT OFFICER REF NO: S076/2025 (X2 POSTS)**
Division: Office of the Procurement Officer (OCPO)
Purpose: To prepare, capture and numbering of all tender documents for publication on the system and handle all documents with utmost discretion.

SALARY : R325 101 per annum, (Excl. benefits)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required, post school qualification in Supply Chain Management or Logistics or Business or Management or Financial Management would be an added advantage. A minimum of 2 years' experience obtained in a Supply Chain Management or Financial Management environment. Knowledge of PFMA, Treasury Regulations, SCM Policies and prescripts.
DUTIES : Tender Support: Ensure that all tender documents are numbered, Manage tender closing process of the National Treasury in accordance to strict time frame, Retrieve electronic bids from E-Tender Portal, Preparing the address list for the tender documents; Ensure the timeous advertising of bids received on E-Tender, Assist with arranging and attending of the Bid Specification Committee and Bid Evaluation Committee meeting, Advice public and prospective bidders on the tender related queries; and, Attend to the tender box on closing date of the tender, were necessary. Administration: Receive, record and distribute all incoming and outgoing documents, Arrange meetings and make sure that deadline for documents submission is met, Assist with enquiry management of the office, Handle confidential documents/issues with outmost discretion, revert to clients regarding general bid and contract queries, File and manage the paperwork of the unit.
ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za
APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)

POST 39/64 : **RECORDS CLERK: INFORMATION AND MANAGEMENT REF NO: S067/2025 (X2 POSTS)**

Division: Corporate Services (CS)

Purpose: To update and maintain the records management systems of all records and file movements and handle information with the utmost discretion.

SALARY : R228 321 per annum, (Excl. benefits)

CENTRE : Pretoria

REQUIREMENTS : A Grade 12 is required coupled with a certification in Office Administration. A minimum of 1 year experience obtained in an office administration or related environment. Knowledge and experience in the utilisation of MS Office. Ability and willingness to perform physical duties.

DUTIES : Provide Registry Services to sub-registries: Open new files and volumes as required, Retrieve files and book them out to clients, Receive booked out files, book files in (update the records database) and return to the records stores and Conduct clean up in the operational areas to ensure all files are returned to the registry. Provide Bulk Scanning and Indexing Services to all divisions: Update the file scanning register, Prepare files before and after Scanning; Conduct scanning of files, Convert the files into text searchable portable document format, Upload files into the Electronic Document Management System, Index files according to the prescribed minimum metadata requirements. Disposal of files: Liaise with the Records Manager to determine files due for disposal, Draw out a list of files due for disposal; and Upon approval, move the files to the disposal area; Control access to Records Stores: Ensure storeroom keys are kept safe, Oversee the cleaning of all records storage areas; Supervise pest control services; Control access to the records stores.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za

APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment

CLOSING DATE : 10 November 2025 at 12:00 pm (Midday)