

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.



- APPLICATIONS** : To apply visit: <https://erecruitment.treasury.gov.za/eRecruitment>
- CLOSING DATE** : 01 June 2026 at 12:00 pm (Midday)
- 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, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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.
- ERRATUM:** Kindly note that the post of Deputy Director: Social, Governance and Justice (IDC) was erroneously placed with Ref No: S058/2026 advertised in Public Service Vacancy Circular 15 dated 08 May 2026, the correct Ref No for this position is Ref No: S064/2026. The closing date has been extended to 08 June 2026 at 12:00 pm (Midday).

MANAGEMENT ECHELON

<u>POST 16/142</u>	:	<u>DIRECTOR: HUMAN RESOURCES PLANNING, ACQUISITION AND OPERATIONS REF NO: S062/2026</u> Division: Corporate Services (CS) Purpose: To manage the human resources operations and administration process and provide strategic solutions for a talent pipeline attracting the required talent for business in alignment with recruitment strategies and the implementation of benefits and compensation in compliance with policies and procedures.
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 266 714 per annum, (all-inclusive) Pretoria A minimum of Grade 12 and a Bachelor Degree (equivalent to NQF level 7) in: Human Resources Management or Business Administration or Management or Public Administration or Public Management or Psychology or Industrial Psychology or Social Sciences. A minimum of 5 years' experience at a middle/senior managerial level obtained in the broader the HR environment. Knowledge and understanding of the Public Service Human Resources management frameworks, application of the Public Service Acts and Regulations and government's HR Information Systems. 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.
<u>DUTIES</u>	:	Strategy development and implementation: Develop and implement Human Resources operational business strategies and plans to optimise operational efficiency. Provide direction and support to staff on the implementation of the strategy. Review and align the strategy as required by departmental, DPSA and best practice developments. Human resources operational management: Ensure that best possible HR systems and processes are in place to enable HR support on employee benefits to the whole National Treasury workforce. Benchmark HR Ops activities against private, public and international trends to ensure the delivering of best practice services. Produce monthly, quarterly and annual reports and administer human resources management and control systems. Develop a Recruitment Strategy: Establish short and long-term recruiting strategies to deliver on key organizational metrics (i.e. cost per hire, time to fill, quality of hire). Develop targeted talent pipelines that deliver talent to business within established search timelines and time-to-fill metrics. Partner with HR Account Managers and senior line managers to educate key stakeholders on strategies to optimize the attraction of talent. Strategize the recruitment life cycle for the recruiting team (internal recruiters, contractors and agencies) to include hiring, coaching, managing performance, and vendor replacement. Establishment information and Records Management: Manage the National Treasury establishment through the analysis of management reports for client's information. Provide an information dashboard on the establishment. Ensure the management and safekeeping of all employees' records and formulate a records management strategy. Recruitment Management: Manage the development of the Recruitment & selection framework relevant to strategic needs of the Department. Oversee various sourcing channels and align to current and future recruitment demand. Develop and implement effective assessment techniques & selection processes and procedures. Oversee the recruitment and selection procedures and implementation thereof.
<u>ENQUIRIES</u>	:	enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za

OTHER POSTS

- POST 16/143** : **ASSISTANT DIRECTOR: FISCAL RESEARCH REF NO: S061/2026**
Division: Budget Office (BO)
Re-Advertisement, Applicants who applied previously must re-apply
Purpose: To facilitate the fiscal policy research agenda of the National Treasury on the short and long-term impacts of fiscal policy decisions. To support the macro-fiscal process and assist with the production of relevant budget documentation.
- SALARY CENTRE REQUIREMENTS** : R605 742 per annum, (Excl. benefits)
: Pretoria
: 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 Mathematical Statistics. A minimum 3 years' experience is required in fiscal analysis, public finance, or an economic research environment. Experience in policy development and communication is also valued. Knowledge of Economic Analysis and Research. Knowledge of the Public Finance Management Act and Treasury Regulations.
- DUTIES** : Fiscal Policy Research: Undertake Fiscal Policy research consistent with the requirements of the National Treasury and review the broader international macro-economic environment, institutional frameworks for their impacts on fiscal sustainability. Provide inputs in the development of policy and implement policy decisions of fiscal nature. Undertake research in line with the requirements of the Fiscal Policy requirements and the broader international macro-economic environment, institutional frameworks and fiscal sustainability. Maintain debt sustainability model and revenue analysis workbook. Database Management and Fiscal Framework Analysis: Research and analyse government financial statistics database. Create and maintain a standard Fiscal Policy database for analysis of information. Assist and maintain the consolidated government fiscal framework which includes the General Government Finance Statistics database. Provide analysis and reports pertaining to the fiscal framework for the bi-annual budget processes. Provide support to chapters inputs and general editing of documents. Budget Review and MTBPS: Assist with the budget media analysis prior to the official presentation. Provide inputs for the Q&A document and media lockups, prior to budget presentation. Arrange the post-budget feedback for civil society and public-sector economic forums. Benchmarking Research: Undertake benchmarking, 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.Enquiries@treasury.gov.za
- POST 16/144** : **ASSISTANT DIRECTOR: BUSINESS CONTINUITY MANAGEMENT REF NO: S059/2026**
Division: Office of The Director-General (ODG)
Purpose: To support the provision of effective business continuity management, support services sound monitoring of plans, stakeholder management and record keeping.
- SALARY CENTRE REQUIREMENTS** : R487 197 per annum, (Excl. benefits)
: Pretoria
: A minimum of Grade 12 and Bachelor's degree (equivalent to NQF level 6) in: Risk Management/Internal Auditing/ Auditing or Financial Management or Public Administration or Security Management. Professional accreditation with the Business Continuity Institute or equivalent professional body. A minimum of 3 years' working experience in Business Continuity Management and Compliance Management; and knowledge of the broader risk management framework.
- DUTIES** : Development, review and maintenance of Business Continuity Policy and standards: Assist in researching the regulatory environment and best practice governing business continuity in the public service. Determine the identity and role of key stakeholders for consultation on the business continuity policy. Develop continuity and recovery strategies: Consult the draft business continuity strategy with key stakeholders. Prepare the draft annual business

continuity management implementation plan. Monitor progress on the business continuity management implementation plan. Conduct Business Impact Analysis and Risk Assessment: Maintain records of business impact analysis information (tools, workbooks, minutes of meetings and reports). Identify and convene Divisions/Chief Directorates that are due for business impact analysis from operational changes or lapse of time. Develop, review and test the business continuity plan: Maintain records of business continuity plan information (version control, annexures, etc.). Consult with key stakeholders on the overlaps across the business continuity plan and other NT contingency plans. Maintain records of business continuity plan test information (minutes of test meetings, test results, reports etc.). Embedding BCM in the NT culture: Convene business continuity management awareness workshops and prepare draft business continuity awareness material. Assist in the provision of awareness initiative to the business continuity management team and the crisis management team (EXCO). Coordinate incident management: Maintain records of the NT incident management system (version control, annexures, etc.). Assist in the provision of advice on the effective response to disruptive and potentially disruptive incidents. Compile monthly and quarterly reports to management and oversight structures: Prepare reports on implementation of business continuity management to a Deputy Director: Business Continuity Management.

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POST 16/145 : **PROGRAMME COORDINATOR REF NO: S063/2026**
 Division: Intergovernmental Relations (IGR)
 Purpose: To coordinate and render an administrative support service to the business unit striving towards the attainment of a cohesive and broader integrated working environment.

SALARY CENTRE REQUIREMENTS : R413 001 per annum, (Excl. benefits)
 : Pretoria
 : A Grade 12 certificate, coupled with a minimum National Diploma (equivalent to NQF Level 6) degree (equivalent to NQF Level 7) in Office Administration or Public Administration or Business Management or Project Management. A minimum 2 years' experience obtained in an administrative environment. Knowledge of the legislative framework on administration management within government. Knowledge and exposure to the coordination of budget coordination processes. Knowledge of the analysis and interpretation of internal policies for the correct application thereof.

DUTIES : Integrated Business Support: Client Service Support: Co-ordinate and perform quality assurance on processes pertaining to all in-coming and out-going memoranda for service enhancement and standardization. Develop and maintain a filing system for record and audit purposes within the Office of the Chief Director; Monitor the effectiveness of service delivery within the Office of the Chief Director and propose improvement where necessary. Administer leave centrally within the business environment and update the leave register for verification. Assist with the monitoring of all procurement and administrative initiatives and verify alignment of claims and invoices. Provide input to memoranda and record receipt thereof on the electronic filing system for record purposes, editing, etc, if and when required. Business Support: Acknowledge and confirm meetings, invitations to workshops on behalf of the Office of the Chief Director. Provide inputs to the compilation of agendas, initiating the taking minutes for the Office of the Chief Director, and follow-up on outstanding commitments from stakeholders. Administer all duties with utmost discretion in the execution of confidential matters and converse with clients in utmost diplomacy. Stakeholder Relations and Engagement: Engage internal clients on the coordination and enhancement of the integration of dual processes for execution within the unit. Attend to clients' needs, address concerns and complaints timeously, improve relations with stakeholders, and obtain their trust. Analyse quotations for the attainment of the most effective and efficient procurement of goods and services and advise accordingly. Budget Co-ordination: Assist and prepare relevant documentation pertaining to the consolidated budgetary inputs in compliance with the MTEF requirements and cycle. Monitor expenditure against commitments and sensitise on possible overspending. Initiate the movement of funds between items after consultation with relevant stakeholders and compile relevant papers for execution.

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<u>POST 16/146</u>	:	<p><u>HELPDESK: RSA RETAIL BONDS REF NO: S033/2026</u> Division: Asset And Liability Management (ALM) Re-Advertisement, Applicants who applied previously must re-apply Purpose: To enhance and assist with the daily operations of the retail bonds by offering timeous and concise client service support to the RSA Retail Bonds Directorate in the Asset and Liability Management division.</p>
<u>SALARY CENTRE REQUIREMENTS</u>	:	<p>R338 106 per annum, (Excl. benefits) Pretoria A minimum Grade 12 coupled with National Diploma (equivalent to NQF level 6) in Office Administration or Office Management or Marketing or Media Studies or Communications or Public Relations or Public Management or Public Administration, Business Management or Business Administration. A minimum 1-2 years' work experience in Call Centre or related; Exposure to an Office Administration set-up environment; and Basic knowledge of financial markets.</p>
<u>DUTIES</u>	:	<p>Client Service Support: Daily operation of RSA Retail Bond helpline. Provision of all operational documents to clients on request. Serve as access point to attend to all queries related to RSA Retail Bond and related issues. Process telephonic application and acknowledge the receipt thereof in writing. Process telephonic roll overs and assign incident number for recording purposes. Guide and assist clients with online registration and application processes. General Office Administration: Scan all incoming documentation for record and compliance purposes and easy electronic access. Assign incoming requests and documents to the back-office team responsible for actioning the request. Marketing and social media: Assist with responding to queries made on social media posts. Participate in expos and marketing events. Correspondence to stakeholders: Prepare tax certificates and send-off by electronic mail to investors. Prepare interest statements of investors and send by electronic mail, Update investors on the status of their investments through electronic mail upon request, Reissue correspondence to investor upon request.</p>
<u>ENQUIRIES</u>	:	<p>enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za</p>