

**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, 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](mailto:Recruitment.Enquiries@treasury.gov.za). The National Treasury is compliant with the requirements of POPIA.

**OTHER POSTS****POST 18/105**

: **DEPUTY DIRECTOR: SYSTEMS AND OPERATIONS MANAGEMENT REF NO: S066/2026**  
 Division: Intergovernmental Relations (IGR)  
 Purpose: To manage and support metropolitan municipalities with resilient infrastructure investment, including programme and project preparation to enable them to leverage additional concessionary and commercial loan finance to enhance sustainable infrastructure investment and to ensure that the projects funded by the NDPG are aligned with the objectives of the Neighbourhood Development Programme.

<b><u>SALARY</u></b>	:	R1 101 468.per annum (Incl. benefits)
<b><u>CENTRE</u></b>	:	Pretoria
<b><u>REQUIREMENTS</u></b>	:	A Grade 12 is required coupled with a minimum a degree (equivalent to NQF level 7) in Built environment (Planning or Engineering), or Financial Management. Project Management qualification will be an added advantage. A minimum 4 years' experience of which 2 years' should be on an Assistant Director level or equivalent obtained within Grant management. Experience of financial/ grant administration management environment/ grant reporting/ grant coordination. Internal and external stakeholder management experience.
<b><u>DUTIES</u></b>	:	Some key Outputs include: Grant systems support: Facilitation of effective and efficient grant management and grant monitoring systems are in place for the UDFG and the MTS grant and regularly reviewed and updated and guidelines and Standard Operating Procedures/SoPs are in place and updated. Support the production of grant management systems for the UDFG and the MTS, documented in the form of SoPs and guidelines. Support the production of regular updates and refinements to the SoPs for the grant. Prepare the UDFG and MTS annual grant framework with NDPP team. Manage the briefing and onboarding of the IVA: Regular briefing and onboarding of the MTS Independent Verification Agent/IVA to ensure the IVA is equipped to perform its work. Provide a secretariate function for the MTS oversight governance committees and support the convening of the committee as well as its documenting of discussions; Engage with LGBA and IPP within NT for processes such as MTBR and Benchmarking and any local government grant review policy engagements that may require NDPP inputs. Grant performance monitoring and reporting: Compile consolidated quarterly financial and narrative report for UDFG and MTS. Receive metro progress reports and prepare summary overviews for, mid-year engagements and review quarterly and annual financial and narrative reports. Attend metro mid-year budget assessments and provide inputs into the UDFG and MTS grant performance at local government mid-year budget and benchmark engagements. Receive annual performance report and evidence from the metros and collate it for the independent verification process. Prepare submissions to oversight committee based on report from IVA. Prepare inputs into grant allocations schedule with NDPP team and preparation of inputs into grant payment schedule / transfer memo with NDPP team. Review allocation letters to be sent out to metros. Support LGBA rollover process (Review rollover requests from metros, give recommendations and submit inputs to NDPP). Support LGBA withholding process (Provide NDPP with inputs for withholding letter). Grant knowledge management and communication support: Provide support to the knowledge management and communication functions of the NDPP programme with a focus on the UDFG grant and the MTS. Provide support to the knowledge management and communication functions of the NDPP programme with a focus on the UDFG grant and the MTS: Provide support to the knowledge management and communication functions of the NDPP programme with a focus on the UDFG grant and the MTS. Provide inputs to the Director KM to document lessons and insights into the PBI grant management experience. Support the Director with stakeholder management and communication w.r.t grant management matters of the UDFG and MTS: with NT internal structures, with MTS intergovernmental governance structures, with metros. Grant coordination and compliance: Ensure that all metros comply with the requirements of the Metro Trading Service as a component of the UDFG. Prepare and attend mid-year engagements. Receive and review cash flows from the metro. Give inputs in the compilation framework, budgets and payments and transfer schedule of the metros. Report on specific delays in projects implementation at the metros. Stakeholder Engagement & Municipal Support: Ensure effective and efficient stakeholder management and communication w.r.t grant management matters - with NT internal structures, with MTS intergovernmental governance structures, with metros.
<b><u>ENQUIRIES</u></b>	:	ONLY (No applications): <a href="mailto:Recruitment.Enquiries@treasury.gov.za">Recruitment.Enquiries@treasury.gov.za</a>
<b><u>APPLICATIONS</u></b>	:	To apply visit: <a href="https://erecruitment.treasury.gov.za/eRecruitment">https://erecruitment.treasury.gov.za/eRecruitment</a>
<b><u>CLOSING DATE</u></b>	:	15 June 2026 at 12:00 pm (Midday)
<b><u>POST 18/106</u></b>	:	<b><u>ASSISTANT DIRECTOR: INVESTMENT PLANNING REF NO: S067/2026</u></b> Division: Intergovernmental Relations (IGR) Purpose: To provide grant coordination and technical management support for the Urban Development Financing Grant and the Neighbourhood Development Partnership Grant.

**SALARY** : R605 742. per annum (Excl. benefits)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : A Grade 12 is required coupled with a minimum Bachelor's. degree (equivalent to NQF level 7) in Urban Development or Civil Engineering or Financial Management. Project Management qualification will be an added advantage. A minimum 3 years' experience as an urban development or grant financial management. Knowledge and experience of municipal service delivery challenges. Knowledge of the operational aspects of local government. Knowledge and experience in the management of urban and infrastructure development. Knowledge of construction project analysis and oversight.

**DUTIES** : Some key Outputs include: Logistical Support: Provide support to the NDPP-UDFG and NDPG governance structures and forums and other relevant institutional structures when required. Liaise with the various UDFG and NDPG stakeholders (including NT internal and cities, national departments). Prepare agendas, minutes and other UDFG and NDPG correspondence and scheduling and organising meetings. Compile and file written and electronic correspondence on UDFG and NDPG management (including letters and memos). Provide general financial administration and human resource services for the NDPP UDFG and NDPG. General Liaison and support with and to service providers for the NDPP. Provide general financial administration and human resource services for the NDPP UDFG and NDPG. Information Management: Invoice Management - Processing of payments of the appointed Service Providers; capturing of invoices on LOGIS, where applicable. Manage the disbursements for the Service Providers when required. Support communication with Programme Partners and stakeholders. Maintain programme filing system (hardcopy and electronically). Grant Management, Project Oversight & Reporting: Assist with the coordination, appraisal and approval of NDPP preparation and capital-linked components. Monitor project progress, risks, dependencies and compliance with DoRA, NDPP frameworks, and internal programme requirements. Support the review of municipal quarterly and annual reports and preparation of consolidated quarterly and annual evaluation reports and technical summaries and status dashboards for internal and external stakeholders. Contribute to strengthening NDPP governance structures, process improvements and programme performance tracking. Liaise with NT and or DBSA and or GTAC regarding the procurement of services required for the implementation of the UDFG and oversee the drafting of terms of references where required. Oversee and ensure that specific terms of reference for service providers are drafted. Built Environment Technical Analysis: Facilitation of technical assessments of infrastructure readiness and spatial alignment for prioritized municipal projects. Support municipalities to prepare implementation plans, support baseline management planning and provide inputs for catalytic projects and trading services. Ensure municipal project proposals comply with NDPP business processes. Site visits to monitor and assess capital projects' progress, support with recovery plans and interventions if required.

**ENQUIRIES** : ONLY (No applications): [Recruitment.Enquiries@treasury.gov.za](mailto:Recruitment.Enquiries@treasury.gov.za)  
**APPLICATIONS** : To apply visit: <https://erecruitment.treasury.gov.za/eRecruitment>  
**CLOSING DATE** : 15 June 2026 at 12:00 pm (Midday)

**POST 18/107** : **PROGRAMME COORDINATOR: OFFICE OF THE DIRECTOR-GENERAL**  
**REF NO: S069/2026**  
 Division: Office Of The Director-General (ODG)  
 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** : R413 001.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 Public Administration or Business Management or Project Management or Public Management. A minimum 2 years' experience obtained in administrative environment. Knowledge of the broader legislative framework on applied management and administration processes within government. Knowledge and exposure of budget coordination processes. Knowledge of the analysis and interpretation of internal policies for the correct application thereof.

**DUTIES**

: Some key Outputs include: Integrated Business Support: Co-ordinate and perform quality assurance on processes pertaining to all in-coming and outgoing memoranda for service enhancement and standardisation, handle confidential documents / issues with utmost discretion. 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, manage and file all Supply Chain records, financial records; asset management, cell phone and telephone accounts and all records, electronically and where required hard copies. 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. Co-ordinate fast and efficient management of all correspondence, meeting of deadlines for documents, and follow up. 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 complains timeously, to improvement 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.

**ENQUIRIES**

**APPLICATIONS**

**CLOSING DATE**

: ONLY (No applications): [Recruitment.Enquiries@treasury.gov.za](mailto:Recruitment.Enquiries@treasury.gov.za)  
: To apply visit: <https://erecruitment.treasury.gov.za/eRecruitment>  
: 15 June 2026 at 12:00 pm (Midday)