

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.



<u>APPLICATIONS</u>	:	To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
<u>CLOSING DATE</u>	:	27 July 2026 at 12:00 pm (Midday)
<u>NOTE</u>	:	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 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 and for all shortlisted candidates for SMS posts will be subjected to technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. 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. 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. Please note that by responding to our advertisement/s, you consent to the collection, processing, and storing of your Personal Information for internal HR processes in accordance with the Protection of Personal Information Act (POPIA), Act No. 4 of 2013. In the event that your application is unsuccessful, the Department will retain your personal information only for audit purposes as required by policies, only for a specific period, of which the submitted documents will then be destroyed as legislated in the National Archives Act. 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 disclose particulars of all registrable financial interests and 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 . Kindly note that all National Treasury adverts published/LIVE on the eRecruitment System have a

closing date listed and closing time of 12h00 (MIDDAY) on that closing date. The system is designed to automatically remove the advert from public view at exactly 12h00 (MIDDAY) of the said closing date for that post. There are no other means to submit applications post the closing date and time, if you have missed or delayed in submitting on time.

OTHER POST

- POST 24/130** : **ASSISTANT DIRECTOR: BUSINESS PROCESSES REF NO: S081/2026**
Division: Office of The Director-General (ODG)
Re-Advertisement, Applicants who applied previously must re-apply
Purpose: To develop, review, evaluate, maintain and align business processes and related policies and procedures.
- SALARY** : R487 197 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 Business Administration or Public Administration or Business Analysis or Information Management or Computer Science. A certification in business process mapping or re-engineering as an added advantage. A minimum 3 years' experience obtained in a business process mapping and business analysis environment. Knowledge and experience in modelling applications, e.g. Case Wise, scenario testing techniques.
- DUTIES** : Develop Business Processes: Develop and maintain existing business processes and procedures based on process studies, best practices and analysis of information verified with relevant stakeholders. Review policies and changes in the operational environment and suggest enhancements. Align the "how-to" guides with current environments and maintain the e-learning sites. Identify and harvest knowledge assets within Business Units and ensure alignment of knowledge management processes. Administration and Awareness: Assist with maintenance of process mapping and procedural related work. Compile progress reports and action logs for execution. Assist with projects that involve business process mapping work. Conduct interactive engagements with stakeholders to align business processes and procedures, and the implemented thereof. Prepare presentation and conduct workshops and awareness sessions. Stakeholder Engagement: Conduct research into best practices that are applicable to stakeholder requirements. Gather information during workshops and advise during feedback sessions on gaps and the remedial ways for implementation. Conduct training sessions on business processes, procedures and related tools for relevant stakeholders. Business Process Governance, Improvement and Compliance: Review and improve business processes to enhance operational efficiency, consistency and effectiveness. Monitor alignment of business processes with approved policies, procedures, standards and governance requirements. Identify process gaps, duplication and inefficiencies, and recommend corrective and improvement actions. Support the standardisation, implementation and continuous improvement of business processes and related controls. Compile reports on process compliance, risks, improvement initiatives and implementation progress.
- ENQUIRIES** : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za