ANNEXURE E

GOVERNMENT TECHNICAL ADVISORY CENTRE (GTAC)

The GTAC is an equal-opportunity employer and encourages applications from women and people with disabilities. Our buildings are accessible to people with disabilities and reasonable accommodation is provided for persons with disabilities.

APPLICATIONS : Please register, or if you are already registered, sign in and apply for this position on the GTAC eRecruitment website https://erecruitment.gtac.gov.za/erecruitment/

CLOSING DATE : 18 September 2026

NOTE : Only online applications will be accepted. Applications not accompanied by a comprehensive CV and a fully completed Z83 form will not be considered. Only South African Citizens, and Permanent Residents need apply as per PSR 2016. Applications should be accompanied by a duly completed and signed Z83 form (obtainable from any Public Service department). The post title and reference number must be clearly indicated on the Z83 form. A recent comprehensive CV should be submitted. Certified copies of qualifications and other relevant documents will be required to be submitted to HR on or before the day of the interview from shortlisted candidates. All short-listed candidates must make themselves available for a panel interview on the date determined by the GTAC. All short-listed candidates will be subjected to personnel suitability checks, and the successful candidate will undergo security vetting in order to confirm employment. 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. Late applications, and those not meeting the requirements, will not be considered. If you have not received feedback from the GTAC within 2 months of the closing date, please regard your application as unsuccessful. Note: The GTAC reserves the right to fill or not fill the advertised posts.

OTHER POSTS

POST 32/47 : **PROJECT MANAGER: JOBS FUND PMU REF NO: G15/2026**
Term: 24 Months Fixed Term Contract

SALARY : R932 292 - R1 098 195 per annum (Level 11), (all-inclusive)

CENTRE : Pretoria

REQUIREMENTS : Bachelor Degree / Advanced Diploma / BTech Degree (NQF 7) in Development Finance, Economics, Business Management, Project Management, Project Finance, or a related field. A postgraduate qualification (NQF 8) in Development Finance, Economics, Business Management, Project Management, or Project Finance would be advantageous. Minimum 5 years' experience in a project management or programme management position, at least 2 of which at a management level.

DUTIES : The purpose of this role is to lead the planning, management, organisation and monitoring of project implementation within the Jobs Fund (JF). The role also contributes to the Jobs Fund's knowledge and learning agenda by supporting evidence-based insights, continuous improvement and shared learning across projects. Project Management: Manage project plans, deliverables, financials, dependencies and outcomes of assigned projects, to ensure that the project goals and objectives are achieved within the project timeframe and guidelines by the relevant stakeholders and management committees. Manage overall project risk through identified mitigation processes proactively with project stakeholders to avoid project delivery, problems and delays. Manage the successful implementation of projects for the full cycle of each project, including quality maintenance of project records and documentation; guidance and direction in terms of Fund objectives and operations; analysis and reporting on project products (e.g. business plans and project plans); support data population and manage information; monitoring and evaluation of projects; project cash flows and expenditure reporting; and conduct commercial analysis, financial modelling and analysis, risk analysis and institutional analysis. Ensure Project documentation conforms to agreed standards and procedures, and review progress against milestones and targets. Do a qualitative analysis of documents. Compile and present project status reports to provide project updates on activities and deliverables. Assist with ensuring that governance requirements of professional project management and those applicable to the National Treasury are adhered to. Make recommendations aligned with the project specifications, ensuring that the specifics of the project are being adhered to. Strategic Management and Planning: Manage projects and portfolio activities in line with strategies and policies. Design and implement strategic management and planning activities as directed. Financial Management: Contribute to the efficient financial and technical management of Jobs Fund projects. Ensure project deliverables stay on time, on-target and in-budget. Coordinate with other members of the JF to review financial information and forecasts. Compare and analyse actual results with plans and forecasts to identify financial status and monitor variances. Analyse current and past financial data and performance, identify trends in financial performance and provide recommendations for improvement. Assist with the compilation of data, financial reports and interpretation of legislated financial reporting requirements and regulations. Stakeholder Engagement: Establish and maintain an effective relationship with the National Treasury and other government departments, the private investor community, official development agencies and other stakeholders. Identify and liaise with relevant project stakeholders. Competencies required: Administrative Operations: Knowledge, capabilities and practices associated with the support of administrative and management activities to facilitate organisational and mission goals and objectives. This competency requires knowledge of the appropriate rules, regulations, processes and associated systems within various enabling functions, which may include human resources management, resource management, employee support services, documentation, procurement and financial management. Client Service Orientation: The ability to interact with and respond to internal and external client needs and expectations in a manner that puts into practice the Batho Pele spirit and meets and exceeds service delivery standards, with priority given to client satisfaction. Commitment to Learning: Actively pursue learning and development in order to achieve results and contribute to continuous improvement. Supports and encourages the learning and development of others. Computer Literacy: Knowledge and ability to use computers and technology efficiently. Refers to the comfort level someone has with using computer programs and other applications associated with computers (MS Office, Internet, email). Includes the ability to learn new applications associated with the business. Concern for Quality and Order: The desire to see things done logically, clearly and well. It takes various forms: monitoring and checking work and information, insisting on the clarity of roles and duties, and setting up and maintaining an information system. Development Financing: Knowledge of development financing approaches and methods, including the financing of long-term projects and public services based upon a non-recourse or limited recourse financial structure, in which project debt and equity used to finance the project are paid back from the cash flow generated by the project. Effective Communication: The ability to transmit and receive information clearly and communicate effectively to others by considering their points of view to respond appropriately. This may involve listening, interpreting, formulating and delivering verbal, non-verbal, written, and/or electronic messages. It includes the ability to convey ideas and information in a way that brings understanding to the target audience. Emotional Intelligence: The capacity for recognising their own feelings and those of others, for motivating themselves and others as a result of this awareness, and for managing emotions within themselves and in others. Financial Analysis: Knowledge of financial data analysis, including the ability to collect and monitor data, analyse results, monitor variances, identify trends, recommend actions and assist with annual and quarterly forecasting. Grant Management: Knowledge of grant funding (non-repayable funds) approaches and methods and the regulatory environment governing the management of public funds. This includes knowledge of the South African grant funding reforms initiative and grant management systems. Information Sharing: Both the motivation to expand and use one's knowledge and the willingness to share this knowledge with others. Integrity/Honesty: Contributes to maintaining the integrity of the organisation; displays high standards of ethical conduct and understands the impact of violating these standards on an organisation, self, and others; is trustworthy. Labour Markets: Knowledge of how labour markets work and the current active labour market policy interventions, with an emphasis on youth employment. Legislative Knowledge: Knowledge of the regulatory environment and processes regarding the implementation of policies, legislation and service delivery programmes, and knowledge of the NT and/or DPSA and/or other regulatory prescripts regarding procurement, contract management and services payment; Jobs Fund and grants management; and labour management and employment in South Africa. Problem Solving and Analysis: The ability to understand a situation, issue, problem, etc., by breaking it into smaller pieces, or tracing the implications of a situation in a step-by-step way. It includes organising the parts of a problem, situation, etc., systematically; making systematic comparisons of different features or aspects; setting priorities on a rational basis; and identifying time sequences, causal relationships, or if-then relationships. Create timely and well-developed solutions by examining alternatives, risks and consequences. Project Budget Management: Knowledge of regulations regarding the management of public finances, and the methodologies, processes and tools for managing project budgets, including the forecasting, implementing, monitoring, evaluating and reporting on expenditure activities and schedules. Project Governance: Knowledge of project risk management analysis and risk controls design, and conducting of due diligence exercises and project audits. Project Management: Knowledge of project management principles, methods, or tools for appraising, conceptualising, structuring, scheduling, coordinating, and managing projects and resources, including monitoring, evaluating and reporting on project impact, costs, work, and contractor performance. Resources Planning: Organises work, sets priorities and determines resource requirements; determines short- or long-term goals and strategies to achieve them; coordinates with other organisations or parts of the organisation to accomplish goals; monitors progress and evaluates outcomes. Results Orientation: Concern for holding yourself and others accountable for achieving results or for surpassing a standard of excellence. It includes the process of setting measurable objectives, implementing change and then checking back to determine the effect of your efforts. The standard may be one's own past performance (striving for improvement); an objective measure (results orientation); outperforming others (competitiveness); or challenging goals one has set, or even what anyone has ever done (innovation). Systems Thinking: Orientation to think in system-wide terms with regard to functions or divisions within the organisation. This includes spotting opportunities to connect the initiatives underway in other areas or proactively sharing information or resources that can be seen to have relevance and impact on others. Team Participation: The ability to work cooperatively with others, to work together as opposed to working separately or competitively. Valuing Diversity: The ability to understand and respect the practices, customs, values and norms of other individuals, groups and cultures. It goes beyond what is required by governmental employment equity regulations to include the ability to respect and value different points of view and to be open to others of different backgrounds or perspectives. It includes seeing others' differences as a positive part of the work environment. It also means being able to work well with a wide variety of people representing different backgrounds, cultures and socio-economic levels. Vision and Purpose: Modelling and promoting high personal and professional standards that support the organisation's vision, mandate and values. Sharing goals, objectives and ideas to encourage others to commit to and be enthusiastic about realising the vision.

ENQUIRIES : HR Kaizer Malakoane at 066 250 7072
Technical Job Enquiries: jobsfund@treasury.gov.za