



national treasury
Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

CORPORATE SERVICES DIVISION

DEPUTY DIRECTOR: PERFORMANCE AND TALENT MANAGEMENT

Remuneration Package R733,257.00 per annum (All-Incl.)

Reference: (Ref. S063/2020)

Pretoria

The incumbent will be required to: manage and coordinate the Performance and Talent Management functions through a planned process of guiding, developing, supporting, aligning and improving individual and team performance in enabling the sustained achievement of National Treasury's objectives.

Qualifications and experience requirements: A minimum Degree/ National Diploma in Human Resources Management/ Human Resources Development/Industrial Psychology • A minimum of 4 years' experience obtained in Performance or Talent Management • Knowledge and experience in interventions of improving employee satisfaction, retention and engagement • Delivery of HR processes and leading change • Experience in the implementation of Workforce planning methodologies; • Experience in the implementation and application of competency frameworks and • Exposure to a project management environment.

Some key outputs include: Strategic Performance Management Support: Provide strategic and operational support to stakeholders on all performance related matters • Perform research and benchmarking on latest trends, and keep abreast of developments in the performance management field • Manage the database of performance records of all employees within NT • Monitor the implementation of the Performance Management policy • Coordinate the performance management process and compliance of stakeholders to the internal performance process and procedures • Coordinate awareness sessions on performance and related issues impacting stakeholders. **Annual**

The National Treasury is an equal opportunity employer and encourages applications from women and the persons with disabilities in particular. Our buildings are accessible to people with disabilities.

Applications should be accompanied by a fully completed Z83 (non-negotiable) comprehensive CV and originally certified copies of qualifications and ID. Please forward your application, quoting the relevant reference number and the name of the position on the subject line of the email, to the e-mail address mentioned.

Kindly note: applications that are not compliant with the above requests will not be considered. The Department reserves the right not to fill the post.

Please note: All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Successful candidates will be appointed on probation for the period of twelve (12) months into the prescribed rules

All short-listed candidates will be subjected to personnel suitability checks and the successful candidate will undergo security vetting. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). If you have not received feedback from the National Treasury within 3 months of the closing date, please regard your application as unsuccessful.



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Performance Agreements and Evaluation process: Analyse performance agreements and reviews and engage clients on gaps, oversights and overlaps, etc. • Co-ordinate the performance evaluation process in conjunction with internal stakeholders • Manage the quality assurance on the performance management process and follow-up on outstanding documentation • Calculate and prepare all provisionally performance related projections for budgetary purposes • Manage the process for compilation of acknowledgement letters to stakeholders • Compile a close-out report for approval on the Performance Evaluation Project. **Performance Improvement:** Facilitate the PIP process for under- performers • Follow-up on all outstanding matters pertaining to under performances. **Probation Management:** Implement and review the probation policy in conjunction with stakeholders • Manage the implementation of the probation process. **Talent Management Framework:** Develop and align policies and processes related to attraction, retention, development and exit management of employees with the Talent Management Framework • Set up processes and systems that will: Identify strategically critical positions and leadership roles to determine and inform the sustainability of the NT; Attract a sustainable pool of talent for current objectives and future NT's needs; Manage the retention and reward of talented employees; Identify high potential employees and link them with key future roles in the NT through monitored development plans; Identify through assessment the optimal development opportunities for talent; Plan for succession to key roles; Develop the required leadership skills • Design and implement an appropriate reward strategy aligned with organisation culture, objectives and employment value proposition and achieving a fair balance between the needs of the NT and employees • Evaluate Talent Management initiatives in alignment with NT strategy • Maintain the Competency Framework and ensure alignment of jobs and career pathing prior and during implementation

Applications may be sent via e-mail to Recruit.CS@treasury.gov.za

Closing date: 19 October 2020 at 12:00 pm

Please note: We only accept applications sent via email to the above mentioned email address in a PDF format. The National Treasury no longer accepts hand delivered or posted applications.

Please also ensure that you read the full advert for guidance on how to send your applications.

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For further information regarding the positions please visit our careers page <http://www.treasury.gov.za/careers/default.aspx> or contact: Human Resources on 012 315 5100, follow the voice prompts and press number 2.

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