



**national treasury**

Department:  
National Treasury  
REPUBLIC OF SOUTH AFRICA

## Budget Office

**Chief Directorate: International Development Co-Operation**

**Senior Policy Analyst: Portfolio & Strategic Management (x3)**

**3 Year Fixed Term Contract (Performance based renewable contract for two additional years)**

**(S037/2017)**

**Pretoria**

**Salary: R657 558.00 per annum (all-inclusive remuneration package)**

**Purpose:** To support the management of Official Development Assistance (ODA) to the South African Government, and the promotion of sound ODA management within the relevant sector/s.

**Key Outputs: Coordination, ownership and management of ODA:** • Ensure the alignment of ODA to South African policies, procedures and programmes; Facilitate ODA commitments to SA through cooperation strategy and programme development • Review and assess trends and best practices pertaining to relevant focal sectors; update current DCMIS database with all ODA funded programmes within the sector/s • Arrange the record keeping of meetings with donor and South African Government representatives involved in specific donor programmes • **Programme delivery:** • Implement ODA policies, procedures and processes (ODA policy and guidelines) within the relevant sector/s to support departmental ODA programme implementation • Liaise/ negotiate with stakeholders in Public Finance and other units of NT, cluster/ sector, provincial and local government decision-makers and ODA co-ordinators, and relevant

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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 comprehensive CV and originally certified copies of Z83, qualifications and ID. Please forward your application, quoting the relevant reference number and the name of the publication in which you saw this advertisement, to the Recruitment Administrator: National Treasury, Private Bag X115, Pretoria 0001 or to the e-mail address mentioned. No late applications will be accepted.

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.

Qualifications and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted. 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 1 month of the closing date, please regard your application as unsuccessful.



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donors regarding the consolidation of ODA programmes • Facilitate the efficient absorption of funds within ODA programmes and projects • **Compliance with global ODA commitments:** • Participate in global debates and fora on development effectiveness where necessary • Prepare South African/African position papers within the global development effectiveness discourse • **Strengthen the ODA knowledge base:** • Populate database with relevant sector / department ODA programme information to support knowledge management system • Initiate benchmarking best practices of ODA management within the sector/s • **Align ODA programmes to budget priorities:** • Invite greater stakeholder participation and guidance, from certain specialist areas in the National Treasury to improve programming and alignment of ODA to budget • Provide a share point of information within the sector/s on the overall budget process.

**Requirements:** A related educational qualification such as a Degree (NQF level 7), diploma (NQF level 6) or other; in the fields of Economic Sciences, Social Sciences and/or Development Finance/ Studies • 3-5 years relevant experience in project/ programme/portfolio management or related environment • Knowledge of Developmental management • Knowledge and experience of Infrastructure Investment financing would be advantageous.

Applications may be sent via e-mail to [recruit.bo@treasury.gov.za](mailto:recruit.bo@treasury.gov.za) closing date: 7 August 2017 at 12:00.

For further information regarding the positions please visit our careers page:

<http://www.treasury.gov.za/careers/default.aspx> or contact Ms Anne Tjale on 012 395 6608

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