



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Graduate Development Programme
gdp@treasury.gov.za | www.treasury.gov.za

TAKE A STEP IN THE RIGHT DIRECTION BY JOINING THE NATIONAL TREASURY GRADUATE DEVELOPMENT PROGRAMME

The National Treasury is committed to youth development and skills development in the country. The National Treasury Graduate Development Programme (NTGDP) is directed at graduates who have or are in the process of completing their studies and provides them with opportunities to gain meaningful workplace experience to complement their studies.

At the National Treasury we provide graduate recruits with a supportive environment that allows for continuous development. The NTGDP consists of two programmes, the Internship programme and the Training Outside of Public Practice (TOPP) programme.

THE NATIONAL TREASURY INTERNSHIP PROGRAMME

Our 24-months internship programme offers trainees the opportunity to enhance skills and unlock potential in the following exciting disciplines:

- Economics
- Accounting
- Taxation
- Procurement/ Supply Chain Management
- Corporate governance
- Econometrics
- Statistics/Mathematics
- Human Resources Management
- Communications

- Finance (financial markets, pricing of securities, corporate finance, investment and risk management)
- Public Finance
- Social policy / Labour economics / Development economics
- Public policy
- Computer Science/Information Systems

THE NATIONAL TREASURY TOPP PROGRAMME

TOPP is a programme which provides an avenue for prospective Chartered Accountants to receive training without going through the audit firm. TOPP has been a feature in the private sector for some time, but has just recently been adopted by the public sector. National Treasury is the first government department to introduce this programme. The first cohort of learners started in January 2008.

The TOPP programme will not only re-enforce prior academic education, but will also help trainees to develop business acumen, life skills, professional and ethical values.

FAST-TRACK YOUR CAREER.....

Career development forms an integral part of the NTGDP, as an intern or a TOPP trainee, we develop training plans to ensure that empower you to fast-track your career. All interns undergo a number of in-house training programmes to prepare them for the transition into the world of work. These afford the interns with the skills to become competent and credible employees.

The key output of the TOPP programme will contribute significantly to the National Treasury's ability to attract and retain key finance and accounting professionals within the department and the broader public sector as a whole. Only 10 graduates a year get selected into the programme.

REMUNERATION

Interns and TOPP trainees get offered competitive market-related salaries, which are structured according to the individual areas and level of expertise and qualification.

CRITERIA

To qualify for entry into the internship programme you need to have completed or are in the process of completing your undergraduate or postgraduate studies in the fields of Accounting; Economics; Econometrics; Economic Modelling; Supply Chain Management; Communications; Human Resource Management; Statistics and Mathematics, and have obtained average 60% or higher.

To qualify for the TOPP Programme all candidates must have completed or be in their final year of completion of a Certificate in Theory in Accounting (CTA) or B.Comm. Honours which will enable them to write the qualifying board examination.

RECRUITMENT

The National Treasury team will be embarking on a recruitment drive to universities around the country.

APPLICATION

To apply for the internship or TOPP programme, complete the NTGDP application form and attach your cv; academic records; certified copy of ID to the recruitment office on campus or by post to:

The Director: Talent Management
National Treasury
Private Bag X 115
Pretoria
0001

Or e- mail to gdp@treasury.gov.za

All applications to reach the National Treasury by 30 September.

For more information on the internship programme contact
Deborah Ditshaba 012 395 6584 or

For more information on the TOPP programme contact:
topp@treasury.gov.za

FREQUENTLY ASKED QUESTIONS

Q. What are the requirements to be considered for any of the programmes on the National Treasury Graduate Development Programme?

A. Graduates who have completed their degrees and or post graduate studies with an average of 60% or higher and are South African citizens. A comprehensive selection process is however followed, which may include and not limited to, interviews, competency assessments etc.

Q. Which areas of study does the National Treasury Internship Programme recruit from?

A. Graduates must have completed or are in the final year of completing their undergraduate or post-graduate degrees with majors in the following fields:

- Economics
- Accounting
- Taxation
- Procurement/ Supply Chain Management
- Corporate governance
- Econometrics
- Statistics/Mathematics
- Human Resources Management
- Communications
- Finance (financial markets, pricing of securities, corporate finance, investment and risk management)
- Public Finance
- Social policy / Labour economics / Development economics
- Public policy
- Computer Science/Information Systems

Q. Which areas of study does the National Treasury TOPP Programme recruit from?

A: Graduates must have completed their undergraduate or be in the final year of completing a Certificate of Theory in Accounting (CTA) or BComm Honours degree, which enables them to write the board examinations

Q. What is the salary offering?

A. Interns are offered a market related salary package.

Q. What kind of development initiatives will I be exposed to while on the Internship Programme?

A. All Interns receive on-the-job training. A training plan is developed to ensure, Interns are developed according to the job description and the specific job competencies required.

Q. Where would I be based during the programme?

A. Interns and TOPP trainees will be based at the National Treasury's Offices in Pretoria.

Q. How long is the TOPP Programme and what happens thereafter?

A. The TOPP programme runs over a period of 3 years, and at the end of the comprehensive learning programme, successful trainees qualify as Chartered Accountants

Q. How long is the Internship Programme, and what happens thereafter?

A. The internship programme runs over 24 months. Permanent placement after the programme is not guaranteed. Interns are encouraged to apply for permanent positions after one year on the Programme. Most of our Interns have been appointed into permanent positions. On completion of the 24 months the Intern will receive a letter of reference.

Q. Would I qualify for leave?

A. Interns and TOPP trainees qualify for leave like normal employees.

Q. How do I apply for the TOPP or the Internship Programme?

A. Complete and submit NTGDP application form available on National Treasury's website www.treasury.gov.za

- Updated CV
- Certified Copy of your ID
- Academic transcripts/results
- Submit your application to your Graduate Recruitment Office on Campus or post to :

The Director: Talent Management
National Treasury
Private Bag X 115
Pretoria
0001
Or e-mail to gdp@treasury.gov.za

The following people can be contacted for more information:

Deborah Ditshaba 012 395 6584 on the internship programme or
topp@treasury on any TOPP related queries

Closing date is 30 September.