

DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



APPLICATIONS

Applications must be posted / or hand-delivered to: The Department of Planning, Monitoring and Evaluation (DPME), Attention: Human Resource Admin & Recruitment, **Private Bag X 944, Pretoria 0028 or hand delivered to 330 Grosvenor Street, Hatfield, Pretoria 0028** (please quote the relevant post and reference number).

CLOSING DATE

17 October 2025 @ 16:30

WEBSITE

www.dpme.gov.za

NOTE

The relevant reference number must be quoted on all applications. The successful candidate will have to sign an annual performance agreement and will be required to undergo a security clearance. Applications must be submitted on a signed Z83 accompanied by a comprehensive CV only specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Certified copies of qualifications and other relevant documents will be requested from shortlisted candidates only. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards. The DPME is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s). Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. All shortlisted candidates will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. The DPME reserves the right to utilise practical exercises/tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Prior to appointment, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates are **required to use the new Z83 (Application for employment)** that is implemented with effect from 1 January 2021. A copy can be downloaded on the website of the Department of Public Service & Administration (DPSA) at www.dpsa.gov.za

POST

DIRECTOR: BUSINESS APPLICATIONS DEVELOPMENT & SUPPORT REF NO: 01/2025

Directorate: Business Applications Development and Support

SALARY

R1, 266 714.00 all-inclusive salary package per annum (Salary Level 13). The remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within the relevant framework.

CENTRE

Pretoria

MINIMUM

REQUIREMENTS

An appropriate NQF level 7 qualification in Information Technology/ Computer Science or equivalent with a minimum of 8 years relevant experience in Applications Development of which 5 years should be at Middle/Senior Managerial level. Certified specialised training courses such as C#, SharePoint, ASP.Net, SSRS and OSS tools will be an added advantage. Competencies and skills: Should have IT Project/ Programme Management, and financial management skills. Good interpersonal relations and written & verbal communication skills. A sound knowledge of applications development i.e. MS SQL database and C#/ JavaScript/ asp. Net/, SharePoint and reporting tools are essential. Personal attributes: The incumbent must be assertive and self-driven, innovative and creative, client orientated and customer focused, solution orientated and able to work under stressful situations and the ability to maintain high levels of confidentiality.

DUTIES

The successful incumbent will be responsible to manage business applications development and support services within the Department. This entails to manage business application development projects. Manage the development, maintenance and supporting of business applications. Modelling & designing databases. Researching and implementing the emerging technology. Management of Directorate Resources, i.e., Human Resources, Finances, Assets.

**ENQUIRIES
APPLICATIONS**

Mr M Cilo, Tel No (012) 312-0453.
Applications can also be emailed to Recruitment01@dpme.gov.za

POST

DIRECTOR: FACILITIES AND SECURITY REF NO: 02/2025
Directorate: Security and Facilities

CENTRE

Pretoria

SALARY

R1 266 714.00 - R1 492 122.00 all-inclusive salary package per annum (Salary Level 13). The remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within the relevant framework.

**MINIMUM
REQUIREMENTS**

A relevant NQF level 7 Qualification in in Facility Management/ Security Management/ Social Science/ Public Administration and 8 years in the field of security and facilities management, of which 5 years should be at Middle/Senior Managerial level. Knowledge & Skills: PFMA, GPG and SACR policies and procedures, relevant legislation and Public Service Regulations, understanding of expectations of customers and knowledge of contracts. Management skills including people management and empowerment. Programme/ Project skills and financial management skills. Ability to provide operational and strategic direction and leadership. Ability to manage multiple projects. Excellent interpersonal & communication skills (written & verbal). Personal Attributes: The incumbent must be assertive and self-driven, innovative and creative, client orientated and customer focused, solution orientated and able to work under stressful situations.

DUTIES

The successful incumbent will be responsible for providing and coordinating security and facilities management. This entails providing of security management services. The providing of facilities and work environment management services. Manage and monitor the compliance with Occupational and Health Safety legislative mandates. Manage resources (Human/ Finance/Equipment/ Assets) of the directorate. The ensuring of the Branch/Chief Directorate/Directorate's statutory responsibilities in terms of the Public Finance Management Act (PFMA) are adhered to. The ensuring of effective and efficient Human Resources planning for the Branch/Chief Directorate/Directorate. The ensuring of effective and efficient business/operational and performance annual planning for the Branch/Chief Directorate/Directorate. The ensuring of sound corporate governance mechanisms for the Branch / Chief Directorate / Directorate.

**ENQUIRIES
APPLICATIONS**

Mr M Cilo, Tel No (012) 312-0453.
Applications can also be emailed to Recruitment02@dpme.gov.za

POST

DEPUTY DIRECTOR: INTERNAL AUDIT REF NO: 03/2025
Directorate: Internal Audit

SALARY

R896 436.00 – R1 055 958.00 per annum (Salary level 11) all-inclusive salary package. The remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within the relevant framework.

CENTRE

Pretoria

**MINIMUM
REQUIREMENTS**

A relevant tertiary qualification at NQF level 7. Registration as a certified Internal Auditor plus 3-years Internal Audit supervisory/ management experience (ASD); or Certification in Control Self-Assessment (CCSA), Certified Government Auditing Professional (CGAP). Must have knowledge of International Standards for Professional Practice of Internal Auditors; National Treasury Internal Audit Framework; PFMA and Treasury Regulations and Public Service Act and Regulations. Competency & Skills: Ability to apply technical/ professional skills. Must have the ability to delegate and empower subordinates. Must have good Interpersonal relations, Planning and Execution skills. Ability to Manage/Control financial resources. Personal Attributes: Must be a team player, flexible, reliable and have good verbal and written communication skills. Ability to accept responsibility. Ability to work independently, produce good quality of work and supervise staff. Good leadership skills.

DUTIES

The successful candidate will be responsible to manage the Sub-Directorate Internal Audit to ensure the implementation of the Internal Audit Plan, provide assurance on governance, risk management and control processes in accordance with International Standards for Professional Practice of Internal Auditing Standards (ISPPIA) and the relevant legislative framework, review and implement internal audit methodologies policies and procedures. This entails managing the Internal Audit Sub Directorate. Develop strategic Internal Audit plans. Participate in the co-ordination with other internal and external service providers to ensure proper coverage and minimise duplication of effort. Keep up to date with new developments in the Internal Audit environment. Manage the sub-directorate Internal Audit.

**ENQUIRIES
APPLICATIONS**

Ms M Masilela, Tel No (012) 312-0471.

Applications can also be emailed to Recruitment03@dpme.gov.za

POST

OUTCOME ASSISTANT: ECONOMY REF NO: 04/2025

Chief Directorate: Economy & Infrastructure

SALARY

R582 444.00 – R686 091.00 per annum (level 10) plus benefits

CENTRE

Pretoria

**MINIMUM
REQUIREMENTS**

A minimum of NQF level 6 qualification in Economics or related fields with at least 3 years appropriate experience as an economist field with M&E and/or research experience and 2 years at supervisory level. A NQF level 8 will be an added advantage. A valid drivers-license. Competencies / Skills: strong research, communication, report writing skills and project and leadership skills. The candidate must also demonstrate advanced capabilities in respect to the development, implementation and monitoring of related policies and procedures; analytical skills, excellent financial, HR and strategic management skills and good interpersonal relations. A sound knowledge of Microsoft Office applications is essential. Personal attributes: The incumbent must be assertive and self-driven, innovative and creative, client orientated and customer focused, solution orientated and able to work under stressful situations and the ability to maintain high levels of confidentiality. The candidate must be willing to travel.

DUTIES

The successful incumbent will be responsible to provide support Provide support in managing, developing, reviewing and supporting detailed monitoring and assessment of the Medium-Term Development Plan (MTDP) and the National Development Plan (NDP) with regard to economic development. Provide support in monitoring government programmes and assessing implementation and performance using the MTDP and other interventions and indicators. Provide technical advice and support to political principals and other governance structures and bodies. Alignment of departmental/sector plans to government priorities for effective monitoring and reporting. Support branches within and outside DPME through participating in various committees and government structures to ensure implementation of the NDP through the MTDP and provide support to sector specific research/initiatives. Provide support in managing the Economy Unit through efficient and effective management of human resources, operational planning and reporting on sectional activities.

**ENQUIRIES
APPLICATIONS**

Mr M Lehong, Tel No (012) 312-0540.

Applications can also be emailed to Recruitment04@dpme.gov.za

POST

ASSISTANT EVALUATION SPECIALIST (X2) REF NO: 05/2025

Chief Directorate: Evaluation

SALARY

R582 444.00 – R686 091.00 per annum (Salary Level 10)

CENTRE

Pretoria

MINIMUM

REQUIREMENTS

A Bachelor's Degree/ Advanced Diploma qualification (NQF level 7) in Social Science, Public Administration or related fields with at least 3 years' experience in Evaluation/ Research/ Monitoring. An NQF level 8 qualification (Bachelors Honours Degree/ Post Graduate Diploma with Research / Monitoring / Evaluation will serve as an added advantage. Competencies and skills: The successful candidate should have good knowledge of Evaluation/ Research practice, planning & organising, report writing & communication, computer literacy and problem-solving skills. Should demonstrate sound knowledge of policies and practices. Should have the ability to apply technical/ professional knowledge and skills to the immediate work situation. Project and financial management skills. Good interpersonal relations, planning & organising and written & verbal communication skills. Ability to control financial resources and manage/supervise staff. Personal attributes: The incumbent must be assertive and self-driven, innovative and creative, client orientated and customer focused, solution orientated and able to work under stressful situations and the possess the ability to maintain high levels of confidentiality.

DUTIES

The successful incumbent will be responsible to efficiently and effectively coordinate evaluations and development of the evaluation system. This entails to undertake and/or Coordinating evaluation projects of specific assignments within the Chief Directorate and Branch. Undertake analytical activities for evaluations, review evaluation documents and monitor improvement plans. Initiating, conceptualising and undertake review of technical elements of the National Evaluation System. Communicate evaluation results and various components of the National Evaluation System to provinces and other stakeholders. Facilitate procurement for evaluation projects & elements and staff supervision.

ENQUIRIES
APPLICATIONS

Ms M Masilela, Tel No (012) 312-0471.

Applications can also be emailed to Recruitment05@dpme.gov.za

POST

ASSISTANT DIRECTOR: SALARIES, TAX AND S&T REF NO: 06/2025

Unit: Salaries Tax and S&T

SALARY

R468 459.00 – R551 823.00 per annum (Salary level 9) plus benefits

CENTRE

Pretoria

MINIMUM
REQUIREMENTS

An appropriate National Diploma/ Degree qualification (NQF level 6/7) in Finance with a minimum of 5 years' experience in Salaries and Tax environment of which 3-years should be at supervisory level. Should have extensive knowledge and experience of BAS, Tax and PERSAL and a high level of computer literacy. Competencies and skills: High level of attention to detail. Good planning and report writing skills. Organisational skills and good interpersonal relations. Communication skills (written & verbal). Must have the ability to interpret relevant policies such as PFMA, Treasury Regulations and other relevant legislation. Personal Attributes: Ability to maintain a high level of confidentiality. Be able to work under constant pressure.

DUTIES

The successful candidate will be responsible for providing salaries, tax management and S&T services to the Department. This entails: Processing salary claims, payroll, Commissioner and Audit Committee payments. Tax reconciliations and submission. Suspense accounts and reporting. Development of procedure manuals and review of policies. Supervision of staff.

ENQUIRIES
APPLICATIONS

Ms M Masilela, Tel No (012) 312-0471.

Applications can also be emailed to Recruitment06@dpme.gov.za

POST

SENIOR EVALUATION OFFICER REF NO: 07/2025

Chief Directorate: Evaluation

<u>SALARY</u>	R397 116.00 – R467 790.00 per annum (Salary level 8) plus benefits
<u>CENTRE</u>	Pretoria
<u>MINIMUM</u>	
<u>REQUIREMENTS</u>	A National Diploma/ Bachelor's Degree (NQF level 6/7) qualification in Social Science, Public Administration or related fields with at least 2 years' experience in Evaluation/ Research/ Monitoring. An NQF level 8 qualification (Bachelors Honours Degree/ Post Graduate Diploma) with Research / Monitoring / Evaluation will be an added advantage. Competencies and Skills: Should have knowledge of Evaluation/ Research Practice. Must have report-writing skills. Must have good verbal and written communication skills. Exceptional interpersonal skills. Good computer literacy and project management skills. Must have a valid Driver's license. Personal Attributes: Ability to accept responsibility, work independently and produce good quality of work. Must be a team player, flexible and reliable.
<u>DUTIES</u>	The successful candidate will be responsible to provide administrative and technical support to evaluation projects within the National Evaluation System. This entails supporting coordination of trainings and development to enhance the evaluation capacity in the National Evaluation System. Undertake and provide support in the implementation of the National Evaluation Plan projects and other related projects. Provide evaluation and technical support to the Chief Directorate and stakeholders. Support procurement processes for evaluation projects.
<u>ENQUIRIES</u> <u>APPLICATIONS</u>	Ms M Masilela, Tel No (012) 312 0471. Applications can also be emailed to Recruitment07@dpme.gov.za
<u>POST</u>	<u>SENIOR ICT TECHNICIAN (X2) REF NO: 08/2025</u> Sub-Directorate: ICT Operations Support
<u>SALARY</u>	R397 116.00 – R467 790.00 per annum (Salary level 8) plus benefits
<u>CENTRE</u>	Pretoria
<u>MINIMUM</u> <u>REQUIREMENTS</u>	An appropriate National Diploma/ Degree (NQF 6/7) qualification in the areas of Information Technology/ Systems or Computer Science with at 3 years' Experience in technical support services. Certification in IT courses (A+, N+ or Security+), Knowledge of/experience in Windows Server Platform (AD, DNS, DHCP & Exchange) and LAN Support (cabling & switches). An ITIL Certificate will serve as an added advantage. A Valid Driver's License. Competencies and skills: Project Management skills; High level of computer literacy, sound knowledge of the Microsoft Office suite; Report writing and Communication skills (verbal & written). Ability to apply technical and professional skills. Must have good Interpersonal relations, planning and execution skills. Personal Attributes: Ability to accept responsibility and be able to work under pressure and independently. Ability to produce good quality of work. Must be a team player, flexible, reliable, motivated and self-motivated.
<u>DUTIES</u>	The successful candidate will be responsible to ensure the smooth running of the computer systems throughout the Department. This entails diagnosing and resolving (software and hardware) problems. Repair and upgrade different types of computers (software and hardware) and install and configure new computers, servers and other IT equipment. Render technical advisory support for all IT projects that will impact on the infrastructure and ensure that all calls logged are resolved within the required time as per the Department's ICT service standards.
<u>ENQUIRIES</u> <u>APPLICATIONS</u>	Ms M Masilela, Tel No (012) 312-0471. Applications can also be emailed to Recruitment08@dpme.gov.za
<u>POST</u>	<u>SENIOR INFORMATION AND VETTING OFFICER REF NO: 09/2025</u> Unit: Security and Facilities
<u>SALARY</u>	R397 116.00 – R467 790.00 per annum (Salary level 8) plus benefits
<u>CENTRE</u>	Pretoria
<u>REQUIREMENTS</u>	An appropriate National Diploma/ Degree (NQF 6/7) in Security Management /Social Science/ Policing / Security Risk management with at least a minimum of 2 years' experience in Personnel and Information Security and a Valid Driver's License. SSA Security Managers Course, Security Vetting Course will serve as an added advantage.

Competencies and skills: Knowledge of information and document security. Sound knowledge of applicable legislation, policies and practices. Ability to apply technical/professional knowledge and skills. Must have good computer skills. Must have good verbal and written communication skills. Must have good Interpersonal relations, ability to manage (planning and Execution); good leadership skills. Personal Attributes: Ability to accept responsibility for own area of work, work independently, and produce good quality of work. Must be a team player, flexible and reliable.

DUTIES

The successful candidate will be responsible to provide efficient and effective vetting and information security services. This entails but not limited to administering of the filing system for all security documents within the Department and rendering of administrative support services. Coordination of Personnel Security. Enforce Document & Information Security.

ENQUIRIES **APPLICATIONS**

Ms M Masilela, Tel No (012) 312-0471.

Applications can also be emailed to Recruitment09@dpme.gov.za