

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF TREASURY**

The Free State Provincial Government is an equal opportunity affirmative action employer and to this end has developed an Employment Equity Plan pursuant to the Employment Equity Act. Preference for the filling of these posts will be guided by the Departmental Equity Plan and targets correlating to the posts.

- APPLICATIONS** : Applications, quoting the relevant reference, should be forwarded as follows:
The Deputy Director: Human Resources Management, Free State Provincial Treasury, Private Bag X20537, Bloemfontein, 9300. Attention: Ms. P Shabe, Fidel Castro Building, Tel No: (051) 403 3092 or applications that are hand delivered must be brought to the foyer of Fidel Castro Building where they must be placed in the appropriately marked box at: Security, Ground Floor, Fidel Castro Building, Cnr. Markgraaff and Miriam Makeba Streets, Bloemfontein. Applications may also be e-mailed to recruitment@treasury.fs.gov.za
- FOR ATTENTION** : Ms. P Shabe Tel No: (051) 403 3092
- CLOSING DATE** : 08 August 2025
- NOTE** : Directions to applicants Applications must be submitted on form the new Z.83 form (Updated version that came into effect on 1 January 2021), obtainable from any Public Service Department and must only be accompanied by a detailed Curriculum Vitae (Subjects of relevant qualification(s) should be mentioned in the CV). The Curriculum Vitae should be specific regarding previous positions occupied and the start date and end date of the position(s) should be indicated. Applicants are requested to complete the Z83 form properly and in full. The department name, post title and reference number of the advertised post should be stated on the Z83. Only short-listed candidates will be required to submit certified copies of qualifications and other related documents on, or before the day of the interview following an invitation from the Department to attend an interview, and such qualification(s) and other related document(s) should be in line with the requirements of the advertisement. For SMS posts in the Public Service, no appointment shall be effected without the recommended candidate producing a Certificate of completion for the Nyukela Programme (SMS Pre-Entry Programme) offered by the National School of Government which can be accessed via the following link: <https://www.thensg.gov.za>. Candidates will also be subjected to a competency assessment, a practical test/exercise as well as an integrity (ethical conduct) assessment. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted, hand delivered or e-mailed timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA). Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their applications were unsuccessful. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial assets check, qualification verification and reference checks). The Department reserves the right not to make appointments on the advertised post(s).

MANAGEMENT ECHELON

- POST 26/137** : **DIRECTOR: ECONOMIC ANALYSIS REF NO: FSPT 017/25**
- SALARY** : R1 266 714 per annum (Level 13), (an all-inclusive salary package), (This all-inclusive flexible remuneration package consists of a basic salary, the Government's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to specific rules.
- CENTRE** : Bloemfontein
- REQUIREMENTS** : A bachelor's degree or Advanced Diploma (NQF level 7 or higher) in Economics. A postgraduate qualification in Economics will be an added advantage. Five (5) years of experience at a middle/senior managerial level. A minimum of six (6) years relevant experience in economic research. Knowledge of the Public Finance Management Act (PFMA), Municipal Finance Management Act (MFMA), Treasury Regulations, Public Service Act and Regulations, Social Accounting Matrix (SAMs), Computable General

Equilibrium (CGE) modelling, E-views, Stata, Statistical Package for the Social Science (SPSS), General Equilibrium Modelling Package (GAMS/GEMPACK). Must possess the following skills: Problem solving-, innovative-, good interpersonal-, strategic capability & leadership-, and analytical skills. Computer literate. Valid driver's license.

DUTIES : Periodic analysis and update of provincial socio-economic indicators. Coordinate and produce Provincial publications such as the Provincial Economic Review and Outlook (PERO), Provincial Medium Term Budget Policy Statement (MTBPS), Quarterly Labour Market Review (QLMR) and Municipal Economic Review and Outlook (MERO). Conduct, publish and disseminate research in lieu of policy development, planning, and the fiscal framework of the province. Provide technical and strategic support in economic policy research, analysis, and development. Maintain and expand existing databases and information sources on the provincial economy and related social issues. Manage the resources of the Directorate.

ENQUIRIES : Mr. P. E Lebone at 082 803 4075 (Office hours only)
NOTE : Employment Equity targets: African males and/or African females.

OTHER POST

POST 26/138 : **PERSONAL ASSISTANT REF NO: FSPT 018/25**

SALARY : R325 101 per annum (Level 07), (A basic salary)
CENTRE : Bloemfontein
REQUIREMENTS : A Secretarial diploma or equivalent qualification (NQF level 6) with a minimum of three (3) years relevant experience. Knowledge of relevant legislation and policies, e.g. The Public Finance Management Act, Treasury Regulations, Public Service Act and Public Service Regulations. Good verbal and written communication skills. Computer literate in MS Word, Excel and Power Point.

DUTIES : Provide a secretarial/receptionist support service to the Chief Director. Render an administrative support service to the Chief Director. Provide support to the Chief Director during meetings. Support the Chief Director with the administration of the Chief Director's budget. Study the relevant Public Service and Departmental prescripts/policies and other documents to ensure efficient and effective support to the Chief Director.

ENQUIRIES : Mr. PE Lebone at 082 803 4075 (Office hours only)
NOTE : Employment Equity targets: African males and/or African females