

**NOTE** : Please quote the post name in the subject line of the e-mail address to receive an acknowledgement.

**POST 04/103** : **CHIEF DIRECTOR: FINANCIAL MANAGEMENT**  
Branch: Financial and Asset Management

**SALARY** : R1 494 900 per annum. This all-inclusive 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 in terms of the applicable rules. The successful candidate will be required to sign a performance contract.

**CENTRE REQUIREMENTS** : Pretoria  
Applicants must be in possession of an undergraduate qualification (NQF Level 7) as recognized by SAQA in Financial Management or related fields. At least five (5) years' experience at a Senior Managerial level in Financial Management A pre-entry certificate (Nyukela certificate) obtained from National School of Government (NSG) submitted prior to appointment. Competencies: Knowledge and understanding of relevant public service legislation Knowledge and understanding of SA Foreign Policy Knowledge and understanding of Financial Management Knowledge and understanding of PFMA 1999 Knowledge and understanding of National Treasury Regulation People management Planning and organising Time management Strategic planning Policy analysis and Development Facilitation skills Report writing Skills Ability to work as a team and independently Ability to work under pressure Political and cultural sensitivity.

**DUTIES** : Manage departmental budgeting and cash-flow processes for both head office and missions including the production of monthly, quarterly and annual financial reports Manage the provision of revenue and expenditure management services Manage the development of integrated accounting and financial management systems including financial reports Manage the overall performance of the Chief Directorate and participate in corporate governance: manage financial resources, provide leadership and manage human resources, manage planning, monitor and evaluate and participate in corporate governance.

**ENQUIRIES** : Ms V Beshe Tel No: (012) 351 1327

**APPLICATIONS** : Please e-mail your application to [cdirfm26@dirco.gov.za](mailto:cdirfm26@dirco.gov.za)

**NOTE** : Please quote the post name in the subject line of the e-mail address to receive an acknowledgement.

**POST 04/104** : **CHIEF DIRECTOR: FOREIGN SERVICE TRAINING & INTERNATIONAL SCHOOL**  
Branch: Diplomatic Training, Research & Development (DTRD)

**SALARY** : R1 494 900 per annum. This all-inclusive 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 in terms of the applicable rules. The successful candidates will be required to sign a performance contract with the Director-General of the Department.

**CENTRE REQUIREMENTS** : Pretoria  
Applicants must be in possession of an undergraduate qualification (NQF level 7) or equivalent as recognised by SAQA At least 5 years of experience at Senior Management level in Training on International Relations and Diplomacy or related fields. A pre-entry certificate (Nyukela certificate) obtained from National School of Government (NSG) submitted prior to appointment. Competencies: Knowledge and understanding of DIRCO policies and procedures Extensive knowledge of the Foreign Service Act Knowledge and understanding of general governmental processes and procedures Language proficiency Strategic Capability and Leadership Knowledge of the PFMA and Financial Management People Management and Empowerment Change Management Knowledge and Information Management Client Orientation and Customer Focus Computer literacy Project Management Policy development and implementation Verbal and written communication Planning and organising Knowledge of South Africa's domestic and foreign policy priorities and strategies.

**DUTIES** : Oversee the management and provisioning of training of the Diplomatic representatives on relevant skills, knowledge and competencies that will enable them to present, articulate and promote South Africa's Foreign and Domestic policies Oversee training of Corporate Service Managers and

Attaches on necessary skills and aptitude to serve at South African Missions  
Oversee the provision of foreign language skills training to DIRCO Officials,  
Officials from other government departments, and foreign diplomats as well as  
interpreting and translation services  
Oversee the implementation of the Quality Assurance and Accreditation systems  
Oversee the management of the Library Services  
Manage the overall performance of the Chief Directorate and participate in corporate governance, manage financial resources, provide leadership and manage human resources, manage planning, monitor and evaluate and participate in corporate governance.

**ENQUIRIES**  
**APPLICATIONS**

: Ms J Moepya Tel No: (012) 301 8754  
: Please e-mail your application to [cdfstis26@dirco.gov.za](mailto:cdfstis26@dirco.gov.za)