



PROVINCIAL TREASURY

Ref. No. : S 4 / 3 / 1 / 1 / 1
Enq : Ms. Kgadima Conny
Date : 23rd October 2025

TO ALL HEADS OF PROVINCIAL / NATIONAL DEPARTMENTS AND STAFF MEMBERS


HRM CIRCULAR NO. 23 OF 2025

ADVERTISEMENT FOR FIVE (5) POSTS OF CHARTERED ACCOUNTANCY TRAINEE WITHIN THE ESTABLISHMENT OF THE LIMPOPO PROVINCIAL TREASURY

1. Applications are hereby invited for the filling of vacant post, which exist in the Department, as outlined on the attached **Annexure "A"**.
2. Applications must be submitted on **new Z83 form**, please complete in full and send the new Z83 Form obtainable from all Government Departments or can be downloaded from www.dpsa.gov.za and the **TE008 (CAA Selection Form)** available on www.limtreasury.gov.za, together with the certified copy of South African ID, detailed Curriculum Vitae, full official academic certificate/s and transcript to caa@treasury.limpopo.gov.za.
3. Alternatively, applications may be sent by post to: The Head of Department, Limpopo Provincial Treasury, Private Bag X 9486, Polokwane, 0700 OR hand delivered at Ismini Towers, Office No. G002 (Ground Floor) Registry, 46 Hans van Rensburg Street, Polokwane, 0699.
4. The new the Z83 form must be completed in manner that provides sufficient information about the candidate and the post he or she applies for by completing all relevant fields. The declaration must be signed for an applicant to be considered. The following must be considered in relation to the completion of the Z83 by applicants: **All the fields in Part A, Part C and Part D should be completed.** In Part B, all fields should be completed in full except the following:
 - (i) South African applicants need not provide passport numbers
 - (ii) If an applicant responds "no" to the question "*Are you conducting business with the State or are you a Director of a Public or Private Company conducting business with the State?*" then the answer to the next question "*In the event that you are employed in the Public Service you immediately relinquish such business interests?*" can be left blank or indicated as not applicable.
 - (iii) A "not applicable" or blank response will be allowed on the question "If your profession or occupation requires official registration, provide date and particulars of registration", if you are not in possession of such registration.
5. Noting there is limited space provided for **Part E, F & G**, applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information.

If the information is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. Applicants currently employed by the public service do not need to complete Part F as the section is intended for those seeking re-employment, as their prior employment can be verified through their CV.

6. The declaration should be completed and signed.
7. Applicants must utilise the most recent Z83 application or employment form as issued by the Minister of Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016, and TE008 (CAA Selection Form) failure to do so results in disqualifications.
8. It must be noted that the CV is an extension of an application of an employment Z83 and applicants are accountable for the information that is provided therein.
9. The Z83 form and TE008 (CAA Selection Form) must be completed in the manner that allows the selection committee to assess the quality of the candidate based on the information that is contained in the form.
10. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA) and therefore **must** submit the copies of certificates and evidence of evaluation by the SAQA for foreign qualification if they are invited to attend interviews.
11. Successful incumbents will be expected to sign a performance agreement within one month after assumption of duty.
12. All shortlisted candidates will be subjected to a security clearance and verification of qualifications. Shortlisted applicants will be required to provide their original qualification certificates and ID on the day of the interview for verification purposes. The recommended candidate for appointment will be subjected to Personnel Suitability Checks, such as Disclosure her/his financial interests, social media checks, verification checks and certification of claimed qualifications.
13. All shortlisted candidates shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process.
14. Correspondence will be limited to short-listed candidates only due to the large number of applications we envisage to receive. If you have not heard from the Department within 90 days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, request reasons from the Department for any administrative action which has adversely affected them in terms of section 5, sub-section 1 and 2 of the Promotion of Administrative Justice Act 3 of 2000.

15. The Department reserves the right not to make any appointment to the post advertised. The employment decision shall be informed by the Employment Equity Plan of the Department.
16. All General enquiries should be directed to **Messrs. Kenneth Ugoda (079 893 8115) and Shepard Matsebe CA(SA) (079 744 1961)**
17. The closing date for submission of applications is **Friday, 21st November 2025, at 16H00.** Late applications will not be considered. Failure to comply with the above requirements will result in the disqualification of the application.
18. *The Limpopo Provincial Treasury is an equal opportunity and affirmative action Employer and is committed to the promotion of equity in terms of the race, gender and disability through filling of post(s) with candidates whose transfer / promotion / appointment will promote representativity in line with numerical targets as contained in the department's Employment Equity Plan.* 

Note: The contents of this Circular will also be posted on the following websites www.limtreasury.gov.za / www.limpopo.gov.za / www.dpsa.gov.za and Provincial departments social media.



MR. G.C. PRATT CA (SA)
HEAD OF THE DEPARTMENT

24/10/2025
DATE

“ANNEXURE A”

The Member of the Executive Council for Limpopo Provincial Treasury hereby invites applications for candidates to be considered for appointment to the **Limpopo Provincial Treasury Chartered Accountancy Academy in the Public Sector (2026 Intake)**.

5 X Posts : **Chartered Accountancy Trainee**
(3 years contract appointment)
w.e.f. 1st February 2026 to 31st January 2029

Branch : **Financial Governance**

Salary Notch : **R468 459. 00 per annum**

Salary Level : **9**

Centre : **Head Office - Polokwane**

Requirements: Applicants should be in possession of CTA or the equivalent post-graduate qualification that is not older than 2 years or studying towards completing CTA or equivalent postgraduate qualification that will enable them to write SAICA's Assessment of Initial Competence in January 2026. Candidates should not be in an approved training contract with another training office.

Duties: The successful candidates will have access to diverse practical financial management, decision making and control experience and an opportunity to apply their knowledge in wide ranging financial reporting frameworks, Companies Act, Public Finance Management Act and Regulations with targeted exposure to multiple industry sectors in which our entities operate. Limpopo Treasury is the provincial allocator of financial resources to departments and entities. The wide variety of sectoral focus by departments and entities that Limpopo Treasury supports, and monitors makes for a challenging and fulfilling training environment for prospective trainee Chartered Accountants in the Public Sector.

The closing date for submission of applications is **Friday, 21st November 2025, at 16H00.**