

**INDEPENDENT COMPLAINTS DIRECTORATE
REPUBLIC OF SOUTH AFRICA**

The Independent Complaints Directorate is an equal opportunity and affirmative action employer. It is our intention to promote representatively in terms of race, gender and disability within the Department through the filling of posts. Candidates, whose appointment/promotion/transfer will promote the achievement of employment equity within the ICD, will receive preference.

- APPLICATIONS** : Independent Complaints Directorate Private Bag X 941, Pretoria, 0001 or ICD House, 388 Andries Street, Pretoria or Old Mercedes Benz Building, 47 Schoeman Street, Pretoria, 0001
- FOR ATTENTION** : Ms AMR Hungwane
- CLOSING DATE** : 22 January 2010
- NOTE** : Applications should be submitted on a Z83 obtained from any Public Service Department Accompanied by a comprehensive CV, certified copies of Qualifications, ID and Driver's license. If you have not been contacted within 3 months after the closing date of these advertisements, please accept that your application was unsuccessful, as Communication will be made with the short listed candidates only.

OTHER POSTS

- POST 01/09** : **ASSISTANT MANAGER: INVESTIGATIONS**
Re – advertisement
- SALARY** : R240 318 per annum
- CENTRE** : Durban Office
- REQUIREMENTS** : To be considered for this position, a candidate must be in possession of a Matric/Grade 12 certificate and should have a minimum of eight (8) years experience in criminal Investigations, 4 years of which must have been gained in a supervisory. Knowledge of Criminal Law, Criminal Procedure and Law of Evidence are essential for consideration. In addition, the candidate must be competent in report writing skills, as well as verbal and written communication skills. He/she must be computer literate and possess a valid unendorsed Code 08 driver's license. The candidate must also be competent and fit to handle a firearm or must be willing to undergo such a test. He/she must be willing to perform standby duties and overtime.
- DUTIES** : His/her duties will mainly entail the overall management of the investigation component including but not limited to personnel, assets and workload. The supervision of principal investigator(s); He/she must ensure that complaints lodged with the provincial office are registered, correctly classified and allocated to the investigators for further processing. He must ensure the attendance of crime scenes and post mortems; collection; safeguarding and processing of exhibits at the crime scene, including conducting of interviews with suspects and witnesses and obtaining affidavits in accordance with applicable legislation, policies and Standard Operating Procedures of the ICD. He/she must ensure that DVA audits and cell inspections at the various police stations are conducted in line with the ICD's strategic objectives, DVA and the ICD's monitoring responsibility; Ensure that the complainant or his/her next of kin and other relevant stakeholders are kept abreast regarding progress of the investigation; conduct or assist in conducting investigations of complaints of alleged criminality and misconduct especially those involving high profile and senior members of the SAPS/MPS; evaluate investigation reports and memoranda with recommendations before being submitted to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action. Ensure that the status of each case is updated electronically on the database as well as manually in the appropriate registers. Provide monthly returns/statistics on activities of the component and report on compliance with the strategic objectives.
- ENQUIRIES** : Mr L John @ 031 3101300
- NOTE** : The person appointed to this position will be subjected to security clearance and the signing of an Agreement to Maintain Secrecy. His / her character should be beyond reproach. NB: This is a re-advertisement. All candidates who previously applied will be considered.

POST 01/10 : **ASSISTANT MANAGER: INFORMATION AND COMMUNICATION TECHNOLOGY (NETWORK MANAGER)**
Re – advertisement

SALARY : R192 540 per annum
CENTRE : Pretoria
REQUIREMENTS : The ideal candidate must be in possession of a relevant three year degree/diploma in ICT and 3 years ICT experience or Matric with a minimum of 5 year working experience in the ICT environment. A driver's license is a prerequisite for this post.

DUTIES : Key competencies include: Management of staff, deal with all network management matters such as effective network design and security, installation and upgrading of LAN and WAN infrastructure, installation and testing of applications and new ICT equipment for all users, conduct research and advise on developments with regard to networking, policy development and implementation, preparation of component of budget and expenditure control expenditure control, coordinating maintenance and repairs of equipment, giving periodic reports.

ENQUIRIES : Mr T Tsotetsi @ 012 392 0495
NOTE : The person appointed to this position will be subjected to security clearance and the signing of an Agreement to Maintain Secrecy. His / her character should be beyond reproach. The person must also be prepared to travel and work abnormal hours. NB: This is a re – advertisement. All candidates who previously applied will be considered.

POST 01/11 : **INTERN: SECURITY SERVICES**

SALARY : Stipend R 3000.00
CENTRE : Pretoria
REQUIREMENTS : An unemployed Graduate who is in possession of a National Diploma/Degree in Security Management or an equivalent qualification. The incumbent must be self driven and computer literate. He/she must be able to work under pressure and should have good interpersonal and good communication skills (verbal and written). A valid driver's license will be an added advantage.

DUTIES : The successful candidate will perform the following responsibilities: Exercise effective key control and locking policy, Programme, issue and collect access cards for employees/visitors, Maintain vetting/screening administration and filling system of the Security Component, Escort maintenance staff, Record and attend to security complaints and requests, Conduct security inspections to security equipment. i.e. alarm system, fire detection system, fire extinguishers, etc.

ENQUIRIES : Mr V Jakavula @ 012 423 1414
NOTE : The successful candidate will have to undergo security vetting. His/her character should be beyond reproach.