

INDEPENDENT POLICE INVESTIGATIVE DIRECTORATE

The Independent Police Investigative Directorate (IPID) 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.

CLOSING DATE : 05 May 2017
NOTE : Applications should be submitted on a Z83 obtained from any Public Service Department accompanied by a comprehensive CV, certified copies of Qualifications and ID. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful, as communication will be made with short listed candidates only. The successful candidate will have to undergo security vetting. His / her character should be beyond reproach. The appointment is subject to security clearance, verification of qualifications and competency assessment to undertake a pre-entry practical exercise as part of the interview process. The Independent Police Investigative Directorate reserves the right not to make an appointment. His/her character should be beyond reproach. Faxed and late applications will not be considered.

MANAGEMENT ECHELON

POST 16/04 : **PROVINCIAL HEAD 2 POSTS**

SALARY : R1 068 564 per annum (All-Inclusive package which includes a basic salary (60% of package) and a flexible portion that may be structured in terms of applicable guidelines. The successful candidate will be required to sign a performance agreement and an employment contract)

CENTRE : Western Cape: Ref No: Q9/2017/19
North West: Ref No: Q9/2017/20

REQUIREMENTS : A Relevant NQF Level 7 Undergraduate in Law or an equivalent qualification, as recognized by SAQA, coupled with 5 years' experience at senior management level. Knowledge and understanding of the PFMA and all relevant legislation and regulations that govern the Public Service. Thorough knowledge and understanding of criminal law, criminal procedure and law of evidence is essential. Project management and patent knowledge of investigative systems and procedures, human rights and government's broad transformation objectives and initiatives are essential. Experience in financial, human resource and asset management. Ability to work under pressure. A valid driver's licence is essential. Skills and Competencies: Strategic capability and leadership. Analytical thinking, problem solving and decision making skills. Innovative and creative. Project management at strategic level. People development and empowerment. Communication (verbal and written) skills. Client orientation and customer focus. Results-driven.

DUTIES : Key Performance Areas: Appointment and performance management of staff. Facilitate investigations of cases and to perform any other function incidental to such investigations. Control and monitor active cases. Refer matters investigated by the Provincial Office under the Independent Police Investigative Directorate to the National or relevant prosecuting authority for criminal prosecution. Report to the Executive Director on matters investigated. Refer disciplinary matters to the Provincial Commissioner. Facilitate cooperation between the Provincial Head and the Provincial Civilian Secretariat of Police and SAPS. Keep proper financial records and prepare financial statements. Monitor and review service delivery against strategic objectives. Participation in the Management Committee. Maintain discipline and sound labour relations. Ensure compliance with administrative guidelines issued by the Executive Director. The suitable candidate will be selected with the intention of promoting representivity and achieving affirmative action targets as contemplated in the Department's Employment Equity Plan.

ENQUIRIES : Mr M Sesoko Tel no: (012) 399 0047
APPLICATIONS : Independent Police Investigative Directorate, Private Bag X941, Pretoria, 0001 or 114 City Forum Building, Madiba Street

FOR ATTENTION : Ms P Hlalele
NOTE : Equity Requirements: only African Males, African Females and Coloured Females are invited to apply for the under-mentioned vacancies

POST 16/05 : **DIRECTOR: INVESTIGATIONS AND PROTECTION (NATIONAL SPECIALISED INVESTIGATIVE TEAM) REF NO: Q9/2017/21**

SALARY : R898 743 per annum (All-Inclusive package which includes a basic salary (70% of package) and a flexible portion that may be structured in terms of applicable guidelines. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competency assessment. The successful candidate will be required to sign a performance agreement.

CENTRE REQUIREMENTS : National Office Pretoria
: Relevant undergraduate NQF Level 7 or equivalent qualification in law or law enforcement as recognised by SAQA, a minimum of ten (10) years' experience in the Criminal Justice System is required of which at least five (5) years should have been on a middle/senior management level. At least five (5) years criminal investigation experience relating to specialised investigations (surveillance and covert information gathering, forensic investigations, cybercrime investigations, witness protection) will serve as an added advantage. Experience and training in Special Weapons and Tactics (including hand to hand combat) will be a strong recommendation. Thorough knowledge and understanding of criminal law and Criminal Procedure Act and other applicable legislation, knowledge of human rights and government's broad transformation objectives and initiatives are essential, Project Management and knowledge of investigative system and procedures, a valid driver's license is essential and training in advanced driving skill would be an added advantage. Ability to work under pressure. Should have undergone firearm competency training and should be willing to carry an official firearm if needed/required/requested. Should be available on short notice to perform duties, should be willing to travel on short notice. Skills and Competencies: Financial skills, Interpersonal skills, Good Communication skills, Report writing Skills, Facilitation Skills, Negotiation Skills, Highly skilled in Investigation and Firearm usage.

DUTIES : Manage investigations of subordinates as well as, where required lead the investigation especially where: Investigation of cases of a specialized nature where normal investigative measures and techniques are insufficient, Investigation of cases associated with high profile / media related cases, Investigation of cases of corruption involving the police where the corruption amount exceeds R 5 million. Investigation of cases involving major crime syndicates, Reviewing and signing off on all recommendations to the National Prosecuting Authority and SAPS, where criminal, departmental recommendations are warranted and ensure that the case is brought before a court of law. Coordination of activities ensuring the safety of witnesses where the safety of the witnesses are in doubt due to the nature of the investigation (suspect being a high profile person/ crime syndicate related/ value associated with the corruption might mean that attempts might be made on witnesses lives). Co-ordination of witness protection where and when needed. Engaging stakeholders on a National Level 15 on all cases investigated by the component.

ENQUIRIES APPLICATIONS : Mr M Sesoko Tel no: (012) 399 0047
: Independent Police Investigative Directorate, Private Bag X941, Pretoria, 0001 or, hand deliver to City Forum Building, 114 Madiba Street, Pretoria Central
FOR ATTENTION NOTE : Ms D Mashapa
: Equity requirements: only African males, African females and coloured females are invited to apply for the under-mentioned vacancies

POST 16/06 : **DEPUTY PROVINCIAL HEAD 2 POSTS**

SALARY : R898 743 per annum (Salary level 13) (All inclusive package which includes a basic salary (70/75% of package) and a flexible portion that may be structured in terms of applicable guidelines.

CENTRE : Ref No: Q9/2017/22 Centre: (Johannesburg) Gauteng Office
: Ref No: Q9/2017/23 Centre: (Kimberly) Northern Cape

REQUIREMENTS : An undergraduate qualification (NQF Level 7) in Law/Investigations or Policing as recognized by SAQA, coupled with 5 years of experience at middle/senior managerial level. Knowledge and understanding of the PFMA and all relevant legislation and regulations that govern the Public Service. Thorough knowledge and understanding of criminal law, criminal procedure and law of evidence is essential, Project management, and patent knowledge of investigative systems

and procedures, human rights and government's broad transformation objectives and initiatives are essential. , Ability to work under pressure. A valid driver's license is essential. Skills and Competencies Strategic capability and leadership. Analytical thinking, problem solving and decision making skills: Innovative and creative. Project management at strategic level. People development and empowerment. Communication (verbal and written) skills. Client orientation and customer focus. Results-driven

- DUTIES** : Key Performance Areas: Develop good working relations with key stakeholders, Manage resource, both human and physical including budget. Manage investigations in the province related to investigation. Manage information and data integrity in Province, Ensure the Province meets the strategic objective on investigation and information management, Approve completion and closure of cases after quality investigations, Conduct high profile investigations, and Ensure compliance with administrative guidelines issued by the Executive Director.
- ENQUIRIES APPLICATIONS** : Mr M Sesoko Tel no: (012) 399 0047
- Independent Police Investigative Directorate, Private Bag X25, Johannesburg, 2000 or Hand delivered 20th Floor Marble Tower Building 208 – 212 Jeppe Street Johannesburg
- FOR ATTENTION** : Ms M Tshabalala, Gauteng Office post
Mr T Mathe, Northern Cape Office
- NOTE** : Equity requirements: only African males, African females and Coloured females are invited to apply for the under-mentioned vacancies.

OTHER POSTS

- POST 16/07** : **DEPUTY DIRECTOR: AUXILIARY SERVICES REF NO: Q9/2017/24**
- SALARY** : R657 558 per annum, Level 11. All inclusive package which includes a basic salary (70/75% of package) and a flexible portion that may be structured in terms of applicable guidelines. The successful candidate will be required to sign a performance agreement and employment contract.
- CENTRE REQUIREMENTS** : National Office Pretoria.
A relevant NQF Level 6 undergraduate qualification in Public Management or equivalent qualification as recognised by SAQA. Relevant four years' experience in Auxiliary Services at Assistant Director Level (in government) or equivalent management and salary level (in private sector). Understanding of policy and administrative processes and procedures of Government. Sound understanding of the National Archives Act, GIAMA and Transport Policies. Ability to work under pressure. A valid driver's license and computer literacy are essential.
- DUTIES** : Control and management of all units within Auxiliary Services. Maintenance of office accommodation. Determine operational plan and workflow for the component in line with the operational plan of the Chief Directorate. Ensure maintenance and effectiveness of systems: such as Electronic Log-sheet system and filing system. Manage registry functions and client services functions. Manage and control the budget within the component. Manage contracts of cleaning services, chauffer services, Hygiene Services and fleet services. Liaise with Department of Public Works and Provinces in office accommodation matters. Manage and supervise staff within auxiliary services. Develop and implement the UAMP in line with GIAMA. Develop, implement and review all Auxiliary services polices.
- ENQUIRIES APPLICATIONS** : Mr VD Sibanyoni: Tel no: (012) 399 0000
- Independent Police Investigative Directorate, Private Bag X941, Pretoria, 0001 or, hand deliver to City Forum Building, 114 Madiba Street, Pretoria Central
- FOR ATTENTION** : Ms D Mashapa
- NOTE** : Equity Requirements: Only African Males, African Females, Coloured Females, Indian Females and White Females are invited to apply for the under-mentioned vacancies.

- POST 16/08** : **DEPUTY DIRECTOR: INVESTIGATIONS AND PROTECTION (NATIONAL SPECIALIZED INVESTIGATION TEAM) REF NO: Q9/2017/25**
- SALARY** : R657 558 per annum, Level 11. The successful candidate will be required to sign a performance agreement.
- CENTRE REQUIREMENTS** : National Office: Pretoria.
Relevant NQF 6 Undergraduate or equivalent qualification in law or law enforcement as recognized by SAQA , a minimum of four (4) years' experience in the Criminal Justice System is required of which at least three (3) years should have been in a supervisory position. Criminal investigation experience relating to

specialised investigations (corruption, racketeering and money laundering, surveillance and covert information gathering, forensic investigations, cybercrime investigations, witness protection) will serve as an added advantage. Experience and training in Special Weapons and Tactics will be a strong recommendation. Thorough knowledge and understanding of criminal law and Criminal Procedure Act and other applicable legislation, knowledge of human rights and government's broad transformation objectives and initiatives are essential, Project Management and knowledge of investigative system and procedures, a valid driver's license is essential, ability to work under pressure. Should have undergone firearm competency training and should be willing to carry an official firearm if needed/required/requested. Should be available on short notice to perform duties, should be willing to travel on short notice. Sound knowledge in compliance practices and prescripts. Strong supervisory responsibilities and duties. Familiarity with criminal investigation processes.

DUTIES : Undertake and supervise specialized investigations (investigative projects) that might require the official to be away from office for extended periods. Make criminal recommendations to the Director of Public Prosecution and SAPS/MPS based on the outcome of investigation. Be responsible for the general supervision of all subordinates involved in specialized investigations.

ENQUIRES APPLICATIONS : Mr M Sesoko Tel no: (012) 399 0000

FOR ATTENTION NOTE : Independent Police Investigative Directorate, Private Bag X941, Pretoria, 0001 or, hand deliver to City Forum Building, 114 Madiba Street, Pretoria Central

Ms D Mashapa

Equity requirements: only African males, African females, Coloured females, Indian females and white females are invited to apply for the under-mentioned vacancies.

POST 16/09 : **PRINCIPAL INVESTIGATOR REF NO: Q9/2017/26**

SALARY : R334 545 per annum, Level 9. The successful candidate will be required to sign a performance agreement.

CENTRE : Bloemfontein (Free State Office)

REQUIREMENTS : A minimum of Grade 12 and five (5) years' proven experience in criminal investigations are required for consideration to this position. Previous supervisory experience is essential. A degree/diploma in law or policing will serve as an added advantage. Knowledge of Criminal Law, Criminal Procedure and Law of Evidence are essential for consideration. The successful candidate must possess a valid Code 8 driver's license and be able to drive the motor vehicle in that class, be computer literate and be able to work under pressure. Be competent and fit to handle a firearm or must be willing to undergo such a test. Willing to perform standby and overtime duties. Skills and competencies: Analytical thinking, problem solving and decision making skills. Competent in interviewing, report writing as well as verbal and written communication skills. Client orientation and customer focus. Results-driven.

DUTIES : Key performance Areas: Supervise Senior Investigators by providing guidance on the investigation of complaints in line with the IPID's legislative imperative and Standard Operating Procedure. Receive, register and allocate cases. Attend crime scenes and post mortems. Collect, safeguard and process exhibits at the crime scene. Conduct interviews with suspects and witnesses and obtaining affidavits. Advise the victims or their next of kin and other relevant stakeholders regarding progress of the investigation. Stakeholder management. Conduct investigations of cases of alleged criminality and misconduct against members of the police as stipulated in Section 28 of the IPID Act. Conduct searches, seizures and collection of evidence etc. Compile investigation reports and memoranda with recommendations to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action. Draft and type investigation report at the conclusion of each investigation. Update electronically the status of each case on the database. investigations of complaints of alleged criminality and misconduct against members of the police; conduct searches, seizures and collection of evidence etc; compiling investigation reports and memoranda with recommendations to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action. Draft and type investigation reports at the conclusion of each investigation. Electronically update the status of each case on the database.

ENQUIRIES : Mr M Matlakeng Tel no: (051) 406 6800

APPLICATIONS : Independent Police Investigative Directorate, Private Bag X20708, Bloemfontein 9301 or hand delivered at 15 Cnr Andrew & Wesburger Streets Ground Floor Standard Bank Building Bloemfontein

FOR ATTENTION NOTE : Ms N Thekisho
 : Equity requirements: only Coloured Males and White Males as well as Coloured Females, Indian Females and White Females are invited to apply.

POST 16/10 : **SENIOR INVESTIGATOR REF NO: Q9/2017/28**

SALARY : R281 418 per annum the successful candidate will be required to sign a performance agreement and an employment contract

CENTRE REQUIREMENTS : Eastern Cape: Mthatha Satellite Office
 : A grade 12 Certificate with three (3) years proven experience in criminal investigations or equivalent of NQF level 4 qualifications, and should at least have three (3) years proven experience in criminal investigations. A diploma/degree (NQF level 5/6), in low/policing will serve as an added advantage Knowledge of Criminal Law, Criminal Procedure and Law of Evidence are essential for consideration . A valid unendorsed code 08 driver's licence is essential and ability to drive the motor vehicle in that class, Computer literate and able to work under pressure, Competent and fit to handle firearm or must be willing to undergo such a test, willing to perform standby and overtime duties. Skills and Competencies: Analytical thinking, problem solving and decision making skills, Competent in interviewing, report writing as well as verbal and written communication skills. Client orientation and customer focus, Results and project driven.

DUTIES : His/her duties entail amongst others, Supervise investigators, Receive, register and allocate cases, Attend crime scenes and post mortems, Collect, safeguard and process exhibits at the crime scene, Conduct interviews with suspects and witnesses and obtain affidavits, Advise the victims of their next of kin and other relevant stakeholders regarding progress of the investigation. Stakeholders management, Conduct investigations of cases of alleged criminality and misconduct against members of the police as stipulated in Section 28 of the IPID Act, Conduct searches, seizures and collection of evidence etc. Compile investigation reports and memoranda with recommendations to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action. Draft and type investigation reports at the conclusion of each investigation. Update electronically the status of each case on the database.

ENQUIRIES APPLICATIONS : Mr SC Mshumpela Tel no: (043) 707 7212
 : Independent Police Investigative Directorate, Private Bag X9085, East London, 5200 or hand deliver to Waverly Office Park No.3 – 33 Phillip Frame Road Chislehurst East London, 5200

FOR ATTENTION NOTE : Ms N Mtyida Tel no: (043) 707 7214
 : Equity requirements: only coloured males and white males as well as Coloured Females, Indian Females and White Females are invited to apply.

POST 16/11 : **INVESTIGATOR REF NO: Q9/2017/27**

SALARY : R226 610 per annum, the successful candidate will be required to sign a performance agreement.

CENTRE REQUIREMENTS : George District Office (Southern Cape)
 : A minimum of Grade 12 a minimum of grade 12 or relevant diploma/degree in Law or Policing. Knowledge of Criminal Law, Criminal Procedure and Law of Evidence are essential for consideration, A valid Code 08 driver's licence and the ability to drive a motor vehicle in that class, Computer literacy, The ability to work under pressure, Competent in interviewing, report writing as well as verbal and written communication, Competent and fit to handle a firearm or willing to undergo such a test, Willingness to be on standby and perform overtime duties, Analytical thinking, problem-solving and decision making skills, Client orientation and customer focus, Results-driven.

DUTIES : Key Performance Areas: Receive, register and allocate cases, Attend crime scenes and post-mortems, Collect, safeguard and process exhibits at the crime scene, Conduct interviews with suspects and witnesses and obtaining affidavits, Advise the next of kin or victims and other relevant stakeholders regarding progress of investigations, Manage stakeholders, Conduct investigations of cases of alleged criminality and misconduct against members of the police, as stipulated in Section 28 of the IPID Act, Conduct searches, seizures and collection of evidence, and etcetera, Compile investigation reports and memoranda with recommendations to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action, Draft and type investigation reports at the conclusion of each investigation, Update electronically the status of each case on the database.

ENQUIRIES
APPLICATIONS

: Mr GJ Trussell Tel no: (021) 941 4800
: Independent Police Investigative Directorate, Private Bag X43, Bellville, 7535 or
hand deliver @ Fintrust Building, First floor, Corner of Petrusa & Mazzur Streets,
Bellville, 7530.

FOR ATTENTION
NOTE

: Ms N Matintela
: Equity requirements: only Coloured males and White males as well as Coloured
females, Indian females and White females are invited to apply.