

SOUTH AFRICAN POLICE SERVICE

The South African Police Service is an equal opportunity affirmative action employer and it is its intention to promote representivity in the Public Sector through the filling of this post. Persons whose transfer/promotion /appointment will promote representatively will therefore receive preference. An indication in this regard will expedite the processing of applications

- APPLICATIONS** : Please forward your application, quoting the relevant reference number to Division Visible Policing, 540 Pretorius Street, Arcadia or to Private Bag x 12, Arcadia, 0007
- FOR ATTENTION** : Lt Col Setshedi, Personnel Management, Tel No: 012 421 8440
- CLOSING DATE** : 30 November 2018
- NOTE** : Applications are hereby invited from suitably and qualified person to apply for the following post. Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously will no longer be accepted. All instructions on the application forms be adhered to, failure to do so may result in the rejection of the application. Clear indication of the post and reference number that is being applied for must be indicated on your z83. A recent comprehensive CV, specifying all qualifications and experience, with respective dates and certified copies of qualifications and ID must be attached. General information: Short-listed candidates for appointment to certain identified posts, will be vetted in terms of the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007 (Act No 32 of 2007) and the Children's Act, 2005 (Act No 38 of 2005). A candidate, whose particulars appear in either the National Register for Sex Offenders or Part B of the Child Protection Register, will be disqualified from appointment to that post. The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointments in the South African Police Service as from 31st of January 2015 provide a buccal (inside cheek) sample in order to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database. All short-listed candidates will be subjected to fingerprint screening. Correspondence will be conducted with successful candidates only. If you have not been contacted within 3 months after the closing date of the advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after advertisement thereof.

OTHER POST

- POST 46/85** : **ADMINISTRATION CLERK REF NO: VP E1/2018**
- SALARY** : R163 563 per annum
- CENTRE** : Firearms, Liquor and Second Hand Goods Control Services, Arcadia, Pretoria
- REQUIREMENTS** : Applicants must display competency in the post-specific functions of the post. Be (proficient) in at least two official languages, of which one must be English. Must be a SA Citizen. Must have no previous criminal convictions or criminal cases pending. Relevant courses in the field of the post may be an advantage. Be in possession of Senior Certificate (Grade 12). Applicants in possession of a higher qualification in the specific field or who have completed an internship/currently undergoing an internship in the Public Service may receive preference. Appropriate/relevant experience in the field of the post may be in advantage.
- DUTIES** : Rendering duties of administrative nature which will include general administration duties as well as specific administration duties.
- ENQUIRIES** : Capt Maswanganye, Tel No: 012 421 8423/8435/8033