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 : 24 May 2019 at 16h30
NOTE : Applications must be submitted on form Z83, obtainable from any Public Service Department accompanied by a fully completed and signed form Z83 and a recently updated, comprehensive CV as well as recently certified copies (Not older than 3 months after publication of the advert) of all qualification(s) including a Senior Certificate and ID-document [Driver’s license where applicable]. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their applications. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. 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 (criminal record, citizenship, credit record checks, qualification verification and employment verification). All shortlisted candidates for SMS posts will be subjected to a technical competency 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 competency assessment using the mandated DPSA SMS competency assessment tools. The successful candidates will be appointed on a probation period of 12 months and will be required to sign a performance agreement. 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.

MANAGEMENT ECHELON

POST 16/28 : PROVINCIAL HEAD REF NO: Q9/2019/10
SALARY : R1 189 338 per annum (All-Inclusive package which includes the basic salary that consists of 60% of the inclusive flexible remuneration package). The successful candidate will be required to sign a performance agreement.
CENTRE : Northern Cape (Kimberly)
REQUIREMENTS : A Relevant NQF level 7 Undergraduate in Law or an equivalent qualification as recognised by SAQA, coupled with 5 years’ experience at senior management level. Knowledge and understanding of 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 system and procedures, human rights and government’s broad transformation objectives and initiatives are essential. Experience in financial, human resource and assets management, Ability to work under pressure. A valid driver’s license is essential.
Skills and Competencies: Strategic capacity and leadership, Analytical thinking, problem solving and decision making skills, Innovative and creative, Project management at strategic level, People development and empowerment, Communication (verbal & written) skills, Client orientation and customer focus, results-driven.
DUTIES : 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 Commission, 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.

ENQUIRIES
Mr M Sesoko @ (012) 399 0047
APPLICATIONS: Independent Police Investigative Directorate, Private Bag X 941, Pretoria,0001 or 114 City Forum Building, Madiba Street
FOR ATTENTION: Ms DR Kumalo @ (0120 399 0038
POST 16/29: DEPUTY PROVINCIAL HEAD REF NO: Q9/2019/11
SALARY: R1 005 063 per annum (All-Inclusive package which includes the basic salary that consists of 60% of the inclusive flexible remuneration package).
CENTRE: North West (Mahikeng)
REQUIREMENTS: A Relevant NQF level 7 Undergraduate in Law or an equivalent qualification as recognised by SAQA, coupled with five (5) years of experience at middle management level. Knowledge: Thorough knowledge and understanding of criminal law and Criminal Procedure and law of evidence, knowledge of human rights and government’s broad transformation objectives and initiatives are essential, Project Management and patent knowledge of investigative system and procedures, a valid driver’s license is essential, knowledge and understanding of PFMA and all relevant legislation and regulations that govern the Public Service, Should be available on short notice to perform duties, should be willing to travel on short notice. Skills and Competencies: Strategic capability and leadership, Analytical thinking, problem solving and decision making skills, Client orientation and customer focus, Results-driven, Good Communication skills, Report writing Skills, Highly skilled in Investigation and Firearm usage.
DUTIES: Develop good working relations with key stakeholders. Manage resources both human and physical including budget. Manage investigations in the province related to the investigation of section 28 matters of the IPID Act. Manage information and data integrity in the Province. Ensure the province meets the strategic objective on investigation and information management. Approve completion and closure of cases after quality investigation. Conduct high profile investigations. Ensure compliance with administrative guidelines issued by the Executive Director. Ensure productivity, internal controls and compliance with IPID Act, regulation and SOP’s. Ensure proper Administrative and Financial Management in the Province.
ENQUIRIES: Mr M Sesoko @ (012) 399 0047
APPLICATIONS: Independent Police Investigative Directorate, Private Bag X 941, Pretoria, 0001 or, hand deliver to City Forum Building, 114 Madiba Street, Pretoria Central
FOR ATTENTION: Ms DR Kumalo @ (012) 399 0038
OTHER POST
POST 16/30: ASSISTANT DIRECTOR: CORPORATE SERVICES REF NO: Q9/2019/12
SALARY: R376 596 per annum (Level 09)
CENTRE: East London Office
REQUIREMENTS: A Degree with three (3) to five (5) years’ experience at supervisory level in Administration Field. Knowledge of IPID Act, Public Service Act, Public Service Regulations, PFMA, Treasury Regulations and Internal Control System such as PERSAL, LOGIS and BAS. Good interpersonal, communication and computer skills with emphasis on Excel and budget processes. A valid driver’s license is essential.
DUTIES: Manage and Provide Financial Administration support services, Manage and Provide Personnel Administration support services, Manage and Provide Supply Chain Support, Manage and Provide Auxiliary Transport support services, Manage of Human Resource/Staff, Manage and Provide Security Support services.
ENQUIRIES : Mr S Seisa Tel No: 043 707 7200
APPLICATIONS : Independent Police Investigative Directorate, Private Bag X 9085, East London 5200 or, hand deliver to No. 3-33 Waverly Office Park, Phillip Frame Road, Chislehurst East London, 5201
FOR ATTENTION : Ms U Qvile Tel No: 043 707 7200