APPLICATIONS: 

Eastern Cape Region: Department of Correctional Services, Head Recruitment, Private Bag X9013, East London, 5200 OR hand deliver at: Block E Ocean Terrance, Moore Street, Quigney, East London. Contact persons: Ms Z Myataza at Tel No: (043) 706 7832/33/54.

Free State And Northern Cape Region: Department of Correctional Services, Head Recruitment, Private Bag X20530, Bloemfontein, 9300 OR hand deliver at: 103 Zastron Street, Agrimed Building, Bloemfontein. Contact persons: Mr JS Jansen and Ms NJ Mkuni at Tel No: (051) 404 0270 or (051) 404 0283.

Gauteng Region: Department of Correctional Services, Head Recruitment, Private Bag X393, Pretoria, 0001 OR hand deliver at: 107 Forum East Building, Arcadia Street, Hatfield. Contact persons: Mr SS Masango/Ms Pinky Mokwarela at Tel No: (012) 420 0179/73.

Kwazulu-Natal Region: Department of Correctional Services, Head Recruitment, Private Bag X9126, Pietermaritzburg, 3200 OR hand deliver at: 1 Eugene Marais Road, Napierville, Pietermaritzburg. Contact persons: Mrs GJ Mchunu at (033) 355 7386/Mr SM Dlamini at Tel No: (033) 355 7367/Ms SN Zikalala at Tel No: (033) 355 7368.

Limpopo, Mpumalanga And North West (Lmn) Region: Department of Correctional Services, Head Recruitment, Private Bag X9126, Pretoria, 0001 OR hand deliver at: 198 Masada Building, Cnr. Johannes Ramokhoase (Proes) and Paul Kruger Street, Pretoria. Contact persons: Mr Zamani Ziqubu Tel No: (012) 306 2041/Mrs Portia Bungqu Tel No: (012) 306 2032.

Western Cape Region: Department of Correctional Services, Head Recruitment, Private Bag X01, Edgemead, 7404 OR hand deliver at: Breede River Street, Monte Vista, Edgemead. Contact person: Ms N Mdladlamba at Tel No: (021) 550 6014.

CLOSING DATE: 11 November 2019 at 15h45

NOTE: Applications must be submitted on form Z83 (Public Service Application form), obtainable from any Public Service Department, and must be completed in full. Applications must be accompanied by a CV, copies of qualifications, identity document and valid driver’s licence. All copies attached must be certified a true copy of the original and not older than three months. Please send a separate and complete application for each post you apply for, stating the correct reference for each position you are interested in. Faxed and e-mailed applications will not be accepted. Candidates must comply with the minimum appointment requirements. CV’s should be aligned to reflect one’s degree of compliance with the advert requirements and responsibilities. It is the sole responsibility of an applicant to ensure that their application reaches DCS before 11 November 2019 @ 15h45. Indicate the reference number and position you are applying for on your application form (Z83) and post your complete application to. Before you apply: All costs associated with an application will be borne by the applicant. The Department of Correctional Services is an equal opportunity employer. The Department will take into consideration the objectives of Section 195 (1) (i) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) and the Employment Equity Act, 1998 (Act 55 of 1998) in filling of these vacancies. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. In support of this strategy, applicants need to indicate race, gender and disability status on the application form/CV. Applicants who have retired from the Public Service with a specific determination that they cannot be re-appointed or have been declared medically unfit will not be considered. Please take note that correspondence will only be conducted with the shortlisted candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application is unsuccessful. Please do not call the department to enquire about the progress of your application. Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification, and criminal records verification. Appointment to some of these posts will be provisional, pending the issue of a security clearance for each position.
clearance. If you cannot get a security clearance, your appointment will be re-considered/possibly terminated. Finger prints may be taken on the day of interview. The Department of Correctional Services reserves the right not to fill any of these advertised posts.

**OTHER POST**

<table>
<thead>
<tr>
<th>POST 38/08</th>
<th>SOCIAL AUXILIARY WORKERS GRADE 1</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(12 Months Contract)</td>
</tr>
</tbody>
</table>

**SALARY**

R148 215 per annum (Plus 37% in lieu of benefits)

**CENTRE**

- **Eastern Cape Region:**
  - Sada Ref No: EC 2019/11/01 (X12 Posts)
- **Free State and Northern Cape Region:**
  - Colesberg Ref No: FSNC 2019/11/01
  - Goedemoed Ref No: FSNC 2019/11/02
  - Groenpunt Ref No: FSNC 2019/11/03
  - Grootvlei Ref No: FSNC 2019/11/04 (X2 Posts)
  - Kimberley Ref No: FSNC 2019/11/05
  - Bizziness Makbate (Kroonstad) Ref No: FSNC 2019/11/06 (X2 Posts)
  - Upington Ref No: FSNC 2019/11/07
- **Gauteng Region:**
  - Leuwkop Ref No: GP 2019/11/01
  - Modderbee Ref No: GP 2019/11/02
- **Kwazulu Natal Region:**
  - Empangeni Ref No: KZN 2019/11/01
  - Glencoe Ref No: KZN 2019/11/02
  - Ncome Ref No: KZN 2019/11/03 (X2 Posts)
  - Newcastle Ref No: KZN 2019/11/04 (X2 Posts)
- **Limpopo, Mpumalanga and North West Region:**
  - Bethal Ref No: LMN 2019/11/01
  - Klerksdorp Ref No: LMN 2019/11/02
  - Rooigrond Ref No: LMN 2019/11/03
  - Rustenburg Ref No: LMN 2019/11/04
- **Western Cape Region:**
  - Brandvlei Ref No: WC 2019/11/01
  - Drakenstein Ref No: WC 2019/11/02
  - Breede Rivier (Worcester) Ref No: WC 2019/11/03 (X2 Posts)

**REQUIREMENTS**

Registration with the SA Council for Social Service Professions (SACSSP) as a Social Auxiliary Worker. Computer literacy Competencies and Attributes:

**DUTIES**

- Keep updated on the Victim Offender Dialogue Programme and the objectives and targets as set out in the Strategic Plan and Operational Plan. Locate victims. Keep records on all attempts to locate victims. Orientation of victims with regard to the aims and benefits of the Victim Offender Dialogue programme. Facilitate contact between offender and victim. Assessment of potential areas of conflict. Referral of identified areas of conflict to the Departmental social workers for further intervention. Provision of particulars of victims to Case Management Committee and Parole Boards. Establish database of available support structures in the community (NGO’s, religious care organizations, etc). Orientation of NGO’s community leaders and other stakeholders with regard to the aims and benefits of the Victim Offender Dialogue Programme. Orientate NGO’s, community leaders and families of both the offender as well as the victim(s) regarding the benefits of the acceptance and reintegration of offenders into the communities. Handling monthly returns to Head Office with regard to performance on targets as contained in the Strategic Plan. Provision of needs to Head Community Corrections with regard to communication and travel.

**ENQUIRIES**

- Eastern Cape region: Ms Z Myataza at Tel No: (043) 706 7832/33/54
- Free State & Northern Cape region: Mr JS Jansen and Ms NJ Mkuni at Tel No: (051) 404 0270 or (051) 404 0283.
- Gauteng region: Mr SS Masango/Ms Pinky Makwarela at Tel No: (012) 420 0179/73.
KwaZulu-Natal region: Mrs GJ Mchunu at Tel No: (033) 355 7386/Mr SM Dlamini at Tel No: (033) 355 7367/Ms SN Zikalala Tel No: (033) 355 7368. LMN region: Mr Zamani Ziqubu Tel No: (012) 306 2041/Mrs Portia Bungqu Tel No: (012) 306 2032.
Western Cape region: Ms N Mdladlambe at Tel No: (021) 550 6014.

NOTE : Appointment under the Public Service Act.