

SOUTH AFRICAN POLICE SERVICE

OTHER POSTS

- POST 21/260** : **SECRETARY REF NO: HRM/05/08/2020**
 Division: Human resource
 Section: Labour Management
 Component: Labour Relations
- SALARY REQUIREMENTS** : R173 703 per annum (Level 05)
 : Applicants must display competency in the post-specific core functions of the post; Be in possession of a Senior Certificate (Grade 12) Be proficient in at least two official languages, of which one must be English; Must be a SA citizen. Must have no previous convictions or cases pending; Applicants will be subjected to a vetting process which will include security screening and fingerprints verification; Appropriate/relevant experience in the field of the post as well competency in MS Word, Excel and PowerPoint will be an advantage.
- DUTIES** : Core Functions: Core Functions: Type reports, letters, memoranda and monitor flow of documents to and from the office of the Sections Head. Manage the diary of the Section Head for internal and external engagements. Co-ordinate travel arrangements, including accommodation and subsistence allowances. Maintain an updated filing system for the office of the Section Head. Distribute correspondence and circulars to the relevant stakeholders and keep a register of all incoming and outgoing post up to date. Handle routine correspondence, send and receive e-mails and faxes immediately. Answer and make telephone calls on behalf of the Section Head and take messages professionally. Provide support during meetings and workshops involving the office of the Section Head.
- ENQUIRIES** : can be directed to Lieutenant Colonel Motsepa/Captain Ratau and Captain Zulu at Tel No: (012) 432 7814/ 7514/7574
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, application forms must be e-mailed to Only One of the e-mail addresses below: motsepatebogo@saps.gov.za , ZuluZL@saps.gov.za ; rataui@saps.gov.za
 No further e-mail correspondence will be entertained after submission of application
- NOTE** : General: Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID and all other educational qualifications. It is not necessary for certification and commissioning of applications at this stage due to COVID-19 restrictions. Qualifications submitted will be subjected to verification checking with the relevant institutions. Appointment will be made in terms of the Public Service Act, 1994 as applicable to the post environment. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applications must be mailed timeously. Late applications will not be accepted or considered.
- CLOSING DATE** : 18 September 2020

- POST 21/261** : **ADMINISTRATION CLERK**
Division Human Resource Development
- SALARY CENTRE** : R173 703 per annum (Level 05)
: Pretoria: Division HRD, ETD Curriculum Development Policing, Visible Policing Ref No: 1/8/2020 HRD (X1 Post)
Pretoria Division HRD, ETD Curriculum Development Policing, Tactical Policing: Ref No: 2/8/2020 HRD (X1 Post)
Pretoria Division HRD, Skills Development, Skills Audit Coordination: Ref No: 3/8/2020 HRD (X1 Post)
Pretoria Division HRD, ETD Policy and Standards: Ref No: 4/8/2020 HRD (X1 Post)
Pretoria Division HRD, ETD Research and Quality Management, (Ref No: 5/8/2020 HRD) (X1 Post)
Division HRD, Basic Police Development: Ref No: 8/8/2020 HRD (X2 Posts)
SAPS Academy Tshwane: Ref No: 31/8/2020 HRD (X2 Posts)
SAPS Academy All Saints: Ref No: 35/8/2020 HRD (X1 Post)
SAPS Academy Bishop Lavis: Ref No: 39/8/2020 HRD (X1 Post)
- REQUIREMENTS** : Additional Requirements: In possession of a Senior Certificate (Grade 12)
Computer literacy in MS Word, Excel and Power Point may serve as an advantage.
- DUTIES** : Core Functions: To provide an administrative and clerical support services to the section. Perform filing duties. Maintain a filing system and Data Base. Administer logistical and financial matters.
- ENQUIRIES** : Division HRD: Colonel Allen/PO KgomoTel No: (012) 334 3898/3894
SAPS Academy Tshwane, Lt Col S Nel Tel No: (012) 353 9005 /071 313 3604
SAPS Academy All Saints, Capt Foloti, Tel No: (040) 608 2208/ 083 464 5926
SAPS Academy Bishop Lavis, Capt Cubeni, Tel No: (021) 935 5504/ 083 318 5816
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address:
Division HRD KgomoKF@saps.gov.za
SAPS Academy Tshwane: nels@saps.gov.za
SAPS Academy All Saints: FolotiET@saps.gov.za
SAPS Academy Bishop Lavis: Bishopl.coll.support@saps.gov.za,
Greunenij@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.
- CLOSING DATE** : 18 September 2020 at 16:00

<u>POST 21/262</u>	:	<u>REGISTRATION CLERK</u>
<u>SALARY CENTRE</u>	:	R173 703 per annum (Level 05) Division HRD, Finance and Administration Service, Ref No: 6/8/2020 HRD (X1 Post) SAPS Academy Oudtshoorn Ref No: 49/8/2020 HRD (X1 Post)
<u>REQUIREMENTS</u>	:	In possession of a Senior Certificate (Grade 12) Computer literacy in MS Word, Excel and Power Point may serve as an advantage.
<u>DUTIES</u>	:	Core Functions: Administer personnel records of all members within the Division HRD. Administer all incoming and outgoing correspondence. Manage and maintain a filing system. Maintain archives system in accordance with regulations.
<u>ENQUIRIES</u>	:	Division HRD -Colonel Allen/PO Kgomo Tel No: (012) 334 3898/3894 SAPS Academy Oudtshoorn, WO Oosthuizen Tel No: (044) 203 2223/084 502 2220
<u>APPLICATIONS</u>	:	Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address: Division HRD: KgomoKF@saps.gov.za SAPS Academy Oudtshoorn: OosthuizenR@saps.gov.za
<u>NOTE</u>	:	Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. <u>Short-listed candidates</u> 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.
<u>CLOSING DATE</u>	:	18 September 2020 at 16:00.
<u>POST 21/263</u>	:	<u>SENIOR PROVISIONING ADMINISTRATION CLERK REF NO: 7/8/2020 HRD) (X1 POST)</u> Division: HRD, SCM
<u>SALARY CENTRE</u>	:	R173 703 per annum (Level 05) Pretoria
<u>REQUIREMENTS</u>	:	In possession of a Senior Certificate (Grade 12)-omputer literacy in MS Word, Excel and Power Point may serve as an advantage.
<u>DUTIES</u>	:	Core Functions: Perform procurement related tasks. Receive and deal with order forms and invoices. Maintain a database and filing system. Render general administration functions.
<u>ENQUIRIES</u>	:	Division HRD - Colonel Allen/PO Kgomo, Tel No: (012) 334 3898/3894

<u>APPLICATIONS</u>	:	Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address: Division HRD - Colonel Allen/PO Kgomo, KgomoKF@saps.gov.za
<u>NOTE</u>	:	Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. <u>Short-listed candidates</u> 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.
<u>CLOSING DATE</u>	:	18 September 2020 at 16:00.
<u>POST 21/264</u>	:	<u>SENIOR ACCOUNTING CLERK</u>
<u>SALARY CENTRE</u>	:	R173 703 per annum SAPS Academy Graaff Reinet Ref No: 43/8/2020 HRD (X1 Post) SAPS Academy Phillipi Ref No: 51/8/2020 HRD (X1 Post)
<u>REQUIREMENTS</u>	:	In possession of a Senior Certificate (Grade 12) Computer literacy in MS Word, Excel and Power Point may serve as an advantage.
<u>DUTIES</u>	:	Core Functions: Administer financial matters. Administer and maintain a filing system. Co-ordinate and process all reports. Ensure compliance with the PFMA Act.
<u>ENQUIRIES</u>	:	SAPS Academy Graaff Reinet, Capt Meyer, Tel No: (049) 807 5203 SAPS Academy Phillipi, Lt Col Sereko, Tel No: (082) 772 9870
<u>APPLICATIONS</u>	:	Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address: SAPS Academy Graaff Reinet: MeyerU@saps.gov.za , TalaRJ@saps.gov.za SAPS Academy Phillipi: PHILLIPISUPPORT@saps.gov.za
<u>NOTE</u>	:	Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a

candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.

- CLOSING DATE** : 18 September 2020 at 16:00.
- POST 21/265** : **PERSONNEL OFFICER**
- SALARY CENTRE** : R173 703 per annum (Level 05)
 : SAPS Academy Bhisho Ref No: 37/8/2020 HRD (X1 Post)
 : SAPS Academy Mthatha Ref No: 45/8/2020 HRD (X1 Post)
 : SAPS Academy Ulundi Ref No: 53/8/2020 HRD (X1 Post)
- REQUIREMENTS** : In possession of a Senior Certificate (Grade 12) Computer literacy in MS Word, Excel and Power Point may serve as an advantage.
- DUTIES** : Core Functions: Administer general personnel related matters. Organisational structure and establishment matters. Personnel structuring and other conditions of service. Staff utilisation, Personnel development, Labour relations.
- ENQUIRIES** : SAPS Academy Bhisho, Capt Davids, Tel No: (040) 608 8267 /083 515 3042
 : SAPS Academy Mthatha, Lt Col Mabhengwana/Capt Bidla, Tel No: (082) 330 6066/083 618 2214
 : SAPS Academy Ulundi, Lt Col Mhlungu, Tel No: (035) 879 8906/082 330 6783
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address:
 : SAPS Academy Bhisho: DavidsC3@saps.gov.za ExfordJ@saps.gov.za
 : SAPS Academy Mthatha: Mabhengwana@saps.gov.za, BidlaM@saps.gov.za
 : SAPS Academy Ulundi: ulundi.train.hrm@saps.org.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The

<u>CLOSING DATE</u>	:	South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts. 18 September 2020 at 16:00.
<u>POST 21/266</u>	:	<u>CHEF</u>
<u>SALARY CENTRE</u>	:	R173 703 per annum SAPS Academy Addo Ref No: 14/8/2020 HRD (X2 Posts) SAPS Academy Benoni Ref No: 15/8/2020 HRD (X2 Posts) SAPS Academy Thabong Ref No: 18/8/2020 HRD (X1 Post) SAPS Academy Ref No: 20/8/2020 HRD (X2 Posts) SAPS Academy Paarl Ref No: 22/8/2020 HRD (X1 Post)
<u>REQUIREMENTS</u>	:	Applicants must be in possession of a Senior Certificate (Grade 12) Additional Requirements: Applicants must be in possession of a certificate in food preparation / catering will serve as an advantage Basic literacy, numeracy and communication skills Be able to read and write The ability to operate elementary machines and equipment Willing to work extended hours, when necessary.
<u>DUTIES</u>	:	Core Functions: Administer general mess matters. Administer mess purchases. Control Mess stock. Set up the kitchen for meal preparations with cooking utensils and equipment. Plan, pre preparation/cook of food as per healthy menu. Ensure well cooked food and appealing plate presentation. Serve meals and provide waiter service Compliance in terms of hygiene and safety regulations in the kitchen.
<u>ENQUIRIES</u>	:	SAPS Academy Addo, Capt E Smith Tel No: 078 374 8860 SAPS Academy Addo, Capt E Smith Tel No: 078 374 8860 SAPS Academy Thabong, PPO MM Mofokeng, Tel No: (057) 3918127/ 073 234 8795 SAPS Academy Arcadia, Capt K Boshoff, Tel No: (012) 334 1868 / 082 679 5849 SAPS Academy Paarl, Lt Col A Buirman, Tel No: (021) 807 9000 /074 124 1697
<u>APPLICATIONS</u>	:	Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address: SAPS Academy Addo: SmithE@saps.gov.za SAPS Academy Benoni: ReddyM3@saps.gov.za SAPS Academy Thabong: Thabong.train.hrm@saps.gov.za SAPS Academy Arcadia: BoshoffK@saps.gov.za SAPS Academy Paarl: BuirmanA@saps.gov.za
<u>NOTE</u>	:	Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. <u>Short-listed candidates</u> 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. 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 this advertisement, please accept that your application was unsuccessful. The

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18 September 2020 at 16:00
- CLOSING DATE** :
- POST 21/267** : **ADMINISTRATION CLERK REF NO: FS 04/2020**
Division: Forensic Services
Component Office of the Acting Divisional Commissioner: Forensic Services
- SALARY CENTRE REQUIREMENTS** : R173 703 per annum (Level 05)
Arcadia, Pretoria
Must be in possession of a Senior Certificate (Grade 12); Computer literacy in MS Word, Excel and Power Point may serve as an advantage. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification. Core Functions: To provide an administrative and clerical support services to the section. Perform filing.
- DUTIES** : Maintain a filing system and Data Base. Render general administration functions.
- ENQUIRIES** : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.
- CLOSING DATE** : 18 September 2020 at 16h00
- POST 21/268** : **PERSONNEL OFFICER REF NO: FS 05/2020**
Division: Forensic Services
Component: Human Resource Management: Support Services: Forensic Services
- SALARY** : R173 703 per annum (Level 05)

- CENTRE REQUIREMENTS** : Arcadia, Pretoria
 : Must be in possession of a Senior Certificate (Grade 12); Computer literacy in MS Word, Excel and Power Point may serve as an advantage. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.
- DUTIES** : Administer general personnel related matters. Administer transfers and allowances. Maintain databases; Render general administration functions.
- ENQUIRIES** : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The if a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.
- CLOSING DATE** : 18 September 2020 at 16h00
- POST 21/269** : **PERSONNEL OFFICER REF NO: FS 06/2020**
 Division: Forensic Services
 Component: Human Resource Management: Support Services: Forensic Services
- SALARY** : R173 703 per annum (Level 05)
CENTRE : Arcadia, Pretoria
REQUIREMENTS : Must be in possession of a Senior Certificate (Grade 12); Computer literacy in MS Word, Excel and Power Point may serve as an advantage. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.
- DUTIES** : Core Functions Administer general personnel related matters. Administration of data integrity and assist with recruitment, promotions and functions related to the Section. Render general administration functions.

- ENQUIRIES** : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj
Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The if a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.
- CLOSING DATE** : 18 September 2020 at 16h00
- POST 21/270** : **PERSONNEL OFFICER REF NO: FS 07/2020**
Division: Forensic Services
Component: Human Resource Management: Support Services: Forensic Services
- SALARY CENTRE REQUIREMENTS** : R173 703 per annum (Level 05)
: Arcadia, Pretoria
: Must be in possession of a Senior Certificate (Grade 12); Computer literacy in MS Word, Excel and Power Point may serve as an advantage. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification. Core Functions: Administer general personnel related matters. Administration of leave and assist with Service terminations and functions related to the Section. *Render general administration functions.
- ENQUIRIES** : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj
Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post

particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.

- CLOSING DATE** : 18 September 2020 at 16h00
- POST 21/271** : **PERSONNEL OFFICER REF NO: FS 08/2020**
Division: Forensic Services
Component: Human Resource Utilisation: Support Services: Forensic Services
- SALARY CENTRE REQUIREMENTS** : R173 703 per annum (Level 05)
: Arcadia, Pretoria
: Must be in possession of a Senior Certificate (Grade 12); Computer literacy in MS Word, Excel and Power Point may serve as an advantage. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.
- DUTIES** : Core Functions: Administer and capture PEP documents and Job Description. Administer grievances and Labour Relations matters; Administer Employment equity and HR planning. Render general administration functions.
- ENQUIRIES** : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post

environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The _If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.

- CLOSING DATE** : 18 September 2020 at 16h00
- POST 21/272** : **ACCOUNTING CLERK REF NO: FS 09/2020**
 Division: Forensic Services
 Component: Financial Management and Administration: Support Services: Forensic Services
- SALARY** : R173 703 per annum (Level 05)
CENTRE : Arcadia, Pretoria
REQUIREMENTS : Must be in possession of a Senior Certificate (Grade 12); Computer literacy in MS Word, Excel and Power Point may serve as an advantage. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.
- DUTIES** : Core Functions: Administer financial related matters. Administer and maintain a filing system. Co-ordinate and process all reports. Ensure compliance with the PFMA Act. Monitoring of budget reports; Render general administration functions.
- ENQUIRIES** : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The _If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.

- CLOSING DATE** : 18 September 2020 at 16h00
- POST 21/273** : **PROVISIONING ADMINISTRATION CLERK REF NO: FS 10/2020**
Division: Forensic Services
Component: Supply Chain Management: Support Services: Forensic Services
- SALARY** : R173 703 per annum (Level 05)
CENTRE : Arcadia, Pretoria
REQUIREMENTS : Must be in possession of a Senior Certificate (Grade 12); Computer literacy in MS Word, Excel and Power Point may serve as an advantage. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.
- DUTIES** : Core Functions: Perform facility related tasks. The rendering of an effective and efficient administrative service including Lodging and monitoring of fault calls at Department of Public Works. Perform general plumbing system maintenance and general electrical system maintenance tasks. Administration of administrative tasks related to Supply Chain Management. *Render general administration functions.
- ENQUIRIES** : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.

CLOSING DATE : 18 September 2020 at 16h00

POST 21/274 : **DATA TYPIST REF NO: FS 11/2020**
 Division: Forensic Services
 Component: Case Management: Chemistry: Forensic Science Laboratory:
 Forensic Services

SALARY : R173 703 per annum (Level 05)
CENTRE : Silverton, Pretoria
REQUIREMENTS : Must be in possession of a Senior Certificate (Grade 12); Computer literacy in MS Word, Excel and Power Point may serve as an advantage. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.

DUTIES : Core Functions: Typing of letters and report for analysis. Quality checking of letters and reports. General administrative and case management duties.

ENQUIRIES : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj
 Tel No: (012) 421 0155

APPLICATIONS : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za

NOTE : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The _If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.

CLOSING DATE : 18 September 2020 at 16h00

POST 21/275 : **HANDYMAN REF NO: 11/8/2020 HRD (X1 POST)**
 Division: HRD, SCM

SALARY : R122 595 per annum (Level 03)
CENTRE : Pretoria
REQUIREMENTS : Applicants must be in possession of a Grade 10 or higher Certificate/Equivalent Qualification. Additional Requirements: Basic literacy, numeracy and communication skills. Be able to read and write The ability to operate

		elementary machines and equipment Willing to work extended hours, when necessary.
<u>DUTIES</u>	:	Core Functions: Perform general plumbing system maintenance tasks. Perform general electrical system maintenance tasks. Provide general maintenance and repairs. Attend to the completion of administrative and procedural reports related to maintenance and repairs.
<u>ENQUIRIES</u>	:	Colonel Allen/PO Kgomo Tel No: (012) 334 3898/3894
<u>APPLICATIONS</u>	:	Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address: Division HRD - Colonel Allen/PO Kgomo, , KgomoKF@saps.gov.za
<u>NOTE</u>	:	Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. <u>Short-listed candidates</u> 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.
<u>CLOSING DATE</u>	:	18 September 2020 at 16:00.
<u>POST 21/276</u>	:	<u>GENERAL WORKER</u> Presidential Protection Service
<u>SALARY CENTRE</u>	:	R102 534 per annum (Level 02) PPS Head Office: Maupa Naga Ref No: PPS 1/08/2020 (X4 Posts) PPS Union Building Ref No: PPS 2/08/2020 (X2 Posts) PPS Bryntirion Ref No: PPS 3/08/2020 (X2 Posts) PPS KZN: Nkandla Ref No PPS 4/08/2020 (X1 Post) PPS KZN: Cato Manor Ref No: PPS 5/08/2020 (X1 Post) PPS KZN: Dube House Ref No: PPS 6/08/2020 (X1 Post) PPS WC: Rondebosch Ref No: PPS 7/08/2020 (X2 Posts) PPS EC: Mthatha Ref No: PPS 8/08/2020 (X1 Post)
<u>REQUIREMENTS</u>	:	Applicants must display competency in the post-specific functions of the post; Be a South African Citizen A Grade 10 qualification will serve as an advantage. Basic literacy, numeracy and communication skills. Be able to read and write. Willing to work extended hours when necessary. Fluency in at least two official languages, of which one must be English. Must have no previous convictions or cases pending Applicants will be subjected to a vetting process which will include security screening and fingerprint verification *Be willing to work irregular hours.
<u>DUTIES</u>	:	Core Functions: Maintaining of a high level of hygiene in and around the workplace with the cleaning of the SAPS premises assigned to, which may include either or both inner and outer parameters Performing tasks of a routine nature, such as dusting Polish furniture and floors Vacuum carpets and mopping of tile floors Remove refuse Perform maintenance tasks in and around the assigned premises Clean bathrooms and kitchens Safekeeping and

		handling of a variety of Aids in the cleaning of the premises Loading and unloading of goods Garden maintenance services Washing and cleaning of state vehicles, kitchenware and utensils.
<u>ENQUIRIES</u>	:	Head Office: Capt Kganyago, WO Sithebe, AC Sekwape, AC Modiha, and PO Sibande Tel No: (012) 4005310/ 6840/ 6552/ 7039 Kwazulu Natal: Lt Col Mkhize and Capt Malinga Tel No: (031) 2037328 / 7329 Cape Town: Capt Bestbier, WO Teyise Tel No: (021) 4676485 / 6489 Eastern Cape: PPO Mtotywa, and Admin Clerk Gcaba Tel No: (047) 5312373
<u>APPLICATIONS</u>	:	Hand Delivered To: Maupa Naga Building, 3 CNR Park and Troy Street, Sunnyside Head Office email KganyagoNN@saps.gov.za PPS Durban, 446 Vusi Mzimela Road, Cator Manor Durban: KZN email: MkhizeSiyabonga@saps.gov.za PPS Cape Town, 4 th Floor Gama House, Town: Cape Town E-mail address BesbierA@saps.gov.za PPS EC: Cnr Ledys Street and Owen Street Bothasgcawu Building Eastern Cape: Eastern Cape email: MtotywaN@saps.gov.za Late applications will not be accepted or considered.
<u>NOTE</u>	:	Only the official application form (available on the SAPS website (www.saps.gov.za) and at SAPS Police Stations) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form as well as copies of an applicant's ID and all educational qualifications. It is not necessary for certification and commissioning of applications at this stage due to COVID-19 restrictions. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. <u>Short-listed candidates</u> 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applications must be e-mailed timeously. Late applications will not be accepted or considered.
<u>CLOSING DATE</u>	:	18 September 2020
<u>POST 21/277</u>	:	<u>SECURITY OFFICER REF NO: 9/8/2020 HRD (X1 POST)</u> Division: HRD, SCM
<u>SALARY CENTRE REQUIREMENTS</u>	:	R102 534 per annum (Level 02) Pretoria Be in possession of a Senior Certificate (Grade 12)*Registration with the Private Security Industry Regulatory Authority (PSIRA)*Be in possession of at least a Grade E security certificate, however, preference may be given to applicants in possession of a Grade D or higher certificate Driver's license for a light motor vehicle will serve as an advantage Not declared unfit to possess a fire-arm Be willing to work shifts and extended hours.
<u>DUTIES</u>	:	Core Functions: Execute control admission by positive identification of officers / employees, visitors and maintenance personnel before they are allowed to enter the premises issue admission control cards to visitors and receive them back*Keep the necessary visitor's register Check supplies, articles and objects, where necessary, before they are allowed to be brought into the premises to ensure that the safety of the premises will not be threatened Control the admission of vehicles in fenced-off areas Patrol buildings and fenced-off areas Guard vehicles, workshops and equipment in the field Supervise cleaners and maintenance personnel – Only from a security point of view Check all security

equipment and facilities and take action, when necessary Bring any deficiencies or problems with regard to security matters to the attention of senior security personnel Render assistance to security offices in the performance of duties.

**ENQUIRIES
APPLICATIONS**

: Colonel Allen/PO Kgomo Tel No: (012) 334 3898/3894
: Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address: Division HRD, Colonel Allen/PO Kgomo, 012 334 3898/3894, KgomoKF@saps.gov.za

NOTE

: Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.

CLOSING DATE

: 18 September 2020 at 16:00.

POST 21/278

: **GRONDSMAN REF NO: PPS 9/08/2020 (X1 POST)**

**SALARY
CENTRE**

: R102 534 per annum (Level 02)
: PPS KZN Cato Manor

REQUIREMENTS

: Applicants must display competency in the post-specific functions of the post; Be a South African Citizen A Grade 10 qualification will serve as an advantage. Basic literacy, numeracy and communication skills. Be able to read and write. Willing to work extended hours when necessary. Fluency in at least two official languages, of which one must be English. Must have no previous convictions or cases pending Applicants will be subjected to a vetting process which will include security screening and fingerprint verification Be willing to work irregular hours.

DUTIES

: Core Functions Render cleaning duties of routine nature by utilizing a variety of aids within surroundings of the workplace. Perform gardening functions. Reporting of losses and damages during execution of duties. Render cleaning services in order to maintain a high hygiene in and around the work area.

**ENQUIRIES
APPLICATIONS**

: Kwazulu Natal: Lt Col Mkhize and Capt Malinga Tel No: (031) 2037328 / 7329
: PPS Durban, 446 Vusi Mzimela Road, Cator Manor Durban: KZN email: MkhizeSiyabonga@saps.gov.za

NOTE

: Only the official application form (available on the SAPS website (www.saps.gov.za) and at SAPS Police Stations) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form as well as copies of an applicant's ID and all educational qualifications. It is not necessary for

certification and commissioning of applications at this stage due to COVID-19 restrictions. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applications must be e-mailed timeously. Late applications will not be accepted or considered.

- CLOSING DATE** : 18 September 2020
- POST 21/279** : **FOOD SERVICE AID**
- SALARY CENTRE** : R102 534 per annum
 : Division HRD, SCM, Pretoria Ref No: 10/8/2020 HRD (X3 Posts)
 : SAPS Academy Mankwe Ref No: 24/8/2020 HRD (X3 Posts)
 : SAPS Academy Rietondale Ref No 29/8/2020 HRD (X1 Post)
 : SAPS Academy Tshwane Ref No: 34/8/2020 HRD (X8 Posts)
 : SAPS Academy Bhisho Ref No: 38/8/2020 HRD (X3 Posts)
 : SAPS Academy Graaff Reinet Ref No: 44/8/2020 HRD (X3 Posts)
 : SAPS Academy Mthatha Ref No: 47/8/2020 HRD (X1 Post)
 : SAPS Academy Oudtshoorn Ref No: 50/8/2020 HRD (X3 Posts)
 : SAPS Academy Ulundi Ref No: 56/8/2020 HRD (X1 Post)
- REQUIREMENTS** : A Grade 10 qualification will serve as an advantage. Basic literacy, numeracy and communication skills. Be able to read and write. The ability to operate elementary machines and equipment. Willing to work extended hours, when necessary.
- DUTIES** : Core Functions: Prepare and serve refreshments. Render food service support functions. Prepare meals and clean equipment. Prepare dining halls. Ensure a clean and hygienic working environment. Perform general administrative functions within catering.
- ENQUIRIES** : Division HRD, Colonel Allen/PO Kgomo, 012 334 3898/3894
 : SAPS Academy Mankwe, Capt E Roos, Tel No: (014) 558 8184 /082 560 0725
 : SAPS Academy Rietondale, Capt Moswathupa, Tel No: (012) 329 6875 /082 625 5807
 : SAPS Academy Tshwane, Lt Col S Nel, Tel No: (012) 353 9005 /071 313 3604
 : SAPS Academy Bhisho, Capt Davids, Tel No: 040608 8267 /083 515 3042
 : SAPS Academy Graaf Reinet, Capt Meyer, Tel No: 049 807 5203
 : SAPS Academy Mthatha, Lt Col Mabhengwana/Capt Bidla, Tel No: (0820 330 6066/083 618 2214
 : SAPS Academy Mthatha, Lt Col Mabhengwana/Capt Bidla, Tel No: (082) 330 6066/083 618 2214
 : SAPS Academy Ulundi, Lt Col Mhlungu, Tel No: (035) 879 8906/082 330 6783
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address: Division HRD: KgomoKF@saps.gov.za
 : SAPS Academy Mankwe: RoosElmarie@saps.gov.za
 : SAPS Academy Rietondale: MoswathupaMR@saps.gov.za
 : SAPS Academy Tshwane: nels@saps.gov.za
 : SAPS Academy Bhisho: DavidsC3@saps.gov.za ExfordJ@saps.gov.za
 : SAPS Academy Graaf Reinet: MeyerU@saps.gov.za, TalaRJ@saps.gov.za
 : SAPS Academy Mthatha, Lt Col Mabhengwana/Capt Bidla, Mabhengwana@saps.gov.za, BidlaM@saps.gov.za
 : SAPS Academy Oudtshoorn: OosthuizenR@saps.gov.za
 : SAPS Academy Ulundi: ulundi.train.hrm@saps.org.za

- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.
- CLOSING DATE** : 18 September 2020 at 16:00.
- POST 21/280** : **GENERAL WORKER**
- SALARY** : R102 534 per annum (Level 02)
- CENTRE** : Division HRD, ISPD, ETDP Centre, Pretoria (Post no 12/8/2020 HRD) (X1 Post) Post in placed in Pretoria West)
 SAPS Academy Benoni (Post No 16/8/2020 HRD (X2 Posts)
 SAPS Academy Rietondale (Post No 28/8/2020 HRD (X1 Post)
 SAPS Academy Thabong Ref No: 19/8/2020 HRD (X2 Posts)
 SAPS Academy Arcadia Ref No: 21/8/2020 HRD (X2 Posts)
 SAPS Academy Mankwe Ref No: 23/8/2020 HRD) (X4 Posts)
 SAPS Academy Atteridgeville Ref No: 25/8/2020 HRD (X3 Posts)
 SAPS Academy Chatsworth Ref No 26/8/2020 HRD (X2 Posts)
 SAPS Academy Hammanskraal Ref No 30/8/2020 HRD (X9 Posts)
 SAPS Academy Tshwane Ref No: 32/8/2020 HRD (X4 Posts)
 SAPS Academy All Saints Ref No: 36/8/2020 HRD (X3 Posts)
 SAPS Academy Bishop Lavis Ref No: 42/8/2020 HRD (X1 Post)
 SAPS Academy Mthatha Ref No: 48/8/2020 HRD (X1 Post)
 SAPS Academy Phillipi Ref No: 52/8/2020 HRD (X3 Posts)
 SAPS Academy Ulundi Ref No: 55/8/2020 HRD (X1 Post)
- REQUIREMENTS** : A Grade 10 qualification will serve as an advantage Basic literacy, numeracy and communication skills Be able to read and write The ability to operate elementary machines and equipment Willing to work extended hours, when necessary.
- DUTIES** : Core Functions: Maintaining of a high level of hygiene in and around the workplace with the cleaning of the SAPS premises assigned to, which may include either or both inner and outer parameters Performing tasks of a routine nature, such as dusting Polish furniture and floors Vacuum carpets and mopping of tile floors Remove refuse Perform maintenance tasks in and around the assigned premises Clean bathrooms and kitchens Safekeeping and handling of a variety of Aids in the cleaning of the premises Loading and unloading of goods Garden maintenance services Washing and cleaning of state vehicles, kitchenware and utensils. Reporting of losses and damages during execution of cleaning duties.
- ENQUIRIES** : Division HRD, Colonel Allen/PO Kgomo, Tel No: (012) 334 3898/3894
 SAPS Academy Benoni, Capt M Reddy, Tel No: (011) 746 6321

SAPS Academy Thabong, PPO MM Mofokeng, Tel No: (057) 3918127/ 073 234 8795

SAPS Academy Arcadia, Capt K Boshoff, Tel No: (012) 334 1868 / 082 679 5849,

SAPS Academy Mankwe, Capt E Roos, Tel No: (014) 558 8184 /082 560 0725

SAPS Academy Atteridgeville Capt SH Nombanga, Tel No: (078) 185 7263

SAPS Academy Chatsworth, Capt AM Molefe, Tel No: (031) 402 7012 /084 448 8108

SAPS Academy Hammanskraal, Capt OD Mabena, Tel No: (012) 711 8029 /073 158 0205

SAPS Academy Tshwane, Lt Col S Nel, Tel No: (012) 353 9005 /071 313 3604

SAPS Academy All saints, Capt Foloti, Tel No: (040) 608 2208/ 083 464 5926

SAPS Academy Bishop Lavis, Capt Cubeni, Tel No: (021) 935 5504/ 083 318 5816

SAPS Academy Mthatha, Lt Col Mabhengwana/Capt Bidla, Tel No: (082) 330 6066/083 618 2214

SAPS Academy Phillipi, Lt Col Sereko, Tel No: (082) 772 9870

SAPS Academy Ulundi, Lt Col Mhlungu, Tel No: (035) 879 8906/082 330 6783

APPLICATIONS

Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address:

Division HRD: KgomoKF@saps.gov.za

SAPS Academy Benoni: ReddyM3@saps.gov.za

MoswathupaMR@saps.gov.za

SAPS Academy Thabong, PPO MM Mofokeng:

Thabong.train.hrm@saps.gov.za

SAPS Academy Arcadia: BoshoffK@saps.gov.za

SAPS Academy Mankwe: RoosElmarie@saps.gov.za

SAPS Academy Atteridgeville: NomgangaSH@saps.gov.za

SAPS Academy Chatsworth: MolefeM4@saps.gov.za

SAPS Academy Hammanskraal: MabenaD@saps.gov.za

SAPS Academy Tshwane: nels@saps.gov.za

SAPS Academy All saints: FolotiET@saps.gov.za

SAPS Academy Bishop Bishopl.coll.support@saps.gov.za,

Greunenj@saps.gov.za

SAPS Academy Mthatha: Mabhengwana@saps.gov.za, BidlaM@saps.gov.za

SAPS Academy Phillipi, Lt Col Sereko: PHILLIPISUPPORT@saps.gov.za

SAPS Academy Ulundi, Lt Col Mhlungu: ulundi.train.hrm@saps.org.za

NOTE

Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.

CLOSING DATE : 18 September 2020 at 16:00.

POST 21/281 : **GROUNDSMAN**

SALARY CENTRE : R102 534 per annum (Level 02)
SAPS Academy Benoni Ref No: 17/8/2020 HRD (X1 Post)
SAPS Academy Chatsworth Ref No: 27/8/2020 HRD (X1 Post)
SAPS Academy Bishop Lavis Ref No: 41/8/2020 HRD (X1 Post)
SAPS Academy Mthatha Ref No: 46/8/2020 HRD (X1 Post)

REQUIREMENTS : A Grade 10 qualification will serve as an advantage Basic literacy, numeracy and communication skills Be able to read and write The ability to operate elementary machines and equipment*Willing to work extended hours, when necessary.

DUTIES : Core Functions: Render cleaning duties of routine nature by utilizing a variety of aids within surroundings of the workplace. Perform gardening functions. Reporting of losses and damages during execution of duties. Render cleaning services in order to maintain a high hygiene in and around the work area.

ENQUIRIES : SAPS Academy Benoni, Capt M Reddy, Tel No: (011) 746 6321
SAPS Academy Chatsworth, Capt AM Molefe, Tel No: (031) 402 7012 /084 448 8108
SAPS Academy Bishop Lavis, Capt Cubeni, Tel No: (021) 935 5504/ 083 318 5816
SAPS Academy Mthatha, Lt Col Mabhengwana/Capt Bidla, Tel No: (082) 330 6066/083 618 2214

APPLICATIONS : Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address:
SAPS Academy Benoni: ReddyM3@saps.gov.za
SAPS Academy Chatsworth: MolefeM4@saps.gov.za
SAPS Academy Bishop Lavis: Bishopl.coll.support@saps.gov.za,
Greunenj@saps.gov.za
SAPS Academy Mthatha: Mabhengwana@saps.gov.za, BidlaM@saps.gov.za

NOTE : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.

CLOSING DATE : 18 September 2020 at 16:00.

POST 21/282 : **MESSENGER**

SALARY CENTRE : R102 534 per annum (Level 02)
Division HRD, BPD, Pretoria Ref No: 13/8/2020 HRD (X1 Post)

		SAPS Academy Tshwane Ref No: 33/8/2020 HRD (X1 Post) SAPS Academy Bishop Lavis Ref No: 40/8/2020 HRD (X1 Post) SAPS Academy Ulundi REF NO: 54/8/2020 HRD (X1 Post)
<u>REQUIREMENTS</u>	:	A Grade 10 qualification will serve as an advantage Basic literacy, numeracy and communication skills Be able to read and write The ability to operate elementary machines and equipment*Willing to work extended hours, when necessary.
<u>DUTIES</u>	:	Core Functions: Provide messenger and posting service. Keep the records of collected, delivered and other documents.
<u>ENQUIRIES</u>	:	Division HRD, Colonel Allen/PO Kgomo Tel No: (012) 334 3898/3894 SAPS Academy Tshwane, Lt Col S Nel Tel No: (012) 353 9005 /071 313 3604 SAPS Academy Bishop Lavis, Capt Cubeni Tel No: (021) 935 5504/ 083 318 5816 SAPS Academy Ulundi, Lt Col Mhlungu Tel No: (035) 879 8906/082 330 6783
<u>APPLICATIONS</u>	:	Due to restriction of movement as a result of COVID-19, application forms must be e-mailed and enquires directed as per post number to the following e-mail address: Division HRD: KgomoKF@saps.gov.za SAPS Academy Tshwane: nels@saps.gov.za SAPS Academy Bishop Lavis: Bishopl.coll.support@saps.gov.za , Greunenj@saps.gov.za SAPS Academy Ulundi, Lt Col Mhlungu: ulundi.train.hrm@saps.org.za
<u>NOTE</u>	:	Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant's ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. <u>Short-listed candidates</u> 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Applicants may only apply for a maximum of 3 posts.
<u>CLOSING DATE</u>	:	18 September 2020 at 16:00.
<u>POST 21/283</u>	:	<u>FOOD SERVICES AID REF NO: FS 12/2020</u> Division: Forensic Services Component: Office of the Acting Divisional Commissioner: Forensic Services
<u>SALARY CENTRE REQUIREMENTS</u>	:	R102 534 per annum (Level 02) Arcadia, Pretoria A Grade 10 qualification will serve as an advantage; Basic literacy, numeracy and communication skills; Be able to read and write The ability to operate elementary machines and equipment; Willing to work extended hours, when necessary. Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/ departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.

- DUTIES** : Core Functions: Prepare and serve refreshments. Render food service support functions. Prepare meals and clean equipment. Prepare dining halls. Ensure a clean and hygienic working environment. Perform general administrative functions within catering.
- ENQUIRIES** : Lieutenant Colonel G Moonsamy, Tel No: (012) 421 0470, Captain S Maharaj Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za
- NOTE** : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment.Reference checking will be conducted on all short listed applicants.-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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.
- CLOSING DATE** : 18 September 2020 at 16h00
- POST 21/284** : **MESSENGER REF NO: FS 13/2020**
Division: Forensic Services
Component: Office of the Acting Divisional Commissioner: Forensic Services
- SALARY CENTRE REQUIREMENTS** : R102 534 per annum (Level 02)
: Arcadia, Pretoria
: A grade 10 qualification will serve as an advantage; At least a valid light vehicle driver's licence will serve as an advantage. Appropriate/relevant experience in the field of the post as well as PDP (Public Driving Permit) will serve as an advantage; Willing to work extended hours when necessary Applicants must display competency in the post-specific core functions of the post. Be fluent in at least two of the official languages, of which one must be English. Be a South African Citizen. Must have no criminal record or pending criminal/departmental. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.
- DUTIES** : Core Functions: Perform messenger services; Delivery and collection of confidential documents; Complete and file monthly vehicle returns; Keep register and record of documentation received & delivered.
- ENQUIRIES** : Lieutenant Colonel G Moonsamy Tel No: (012) 421 0470, Captain S Maharaj Tel No: (012) 421 0155
- APPLICATIONS** : Due to restriction of movement as a result of COVID-19, no hand delivered applications will be accepted. Application forms must be e-mailed to Only One

NOTE

of the following e-mail addresses: MoonsamyGonasagree@saps.gov.za or MaharajS5@saps.gov.za

: Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation and proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. Qualifications submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. The if a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. 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. 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 this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service. We welcome applications from persons with disabilities.

CLOSING DATE : 18 September 2020 at 16h00