

NATIONAL PROSECUTING AUTHORITY

The NPA is an equal opportunity employer. People with disabilities will be given preference and are encouraged to apply. In the filling of vacancies, the objectives of Section 195(1)(i) of the Constitution of the Republic of South Africa, 1996, and in particular the Employment Equity Act, 1998 (Act 55 of 1998) and the NPA Employment Equity Strategy 2022-2026, will take highest preference in selection of suitable candidates.

- APPLICATIONS** : All applications must be submitted to the relevant Recruitment Response E mails stated below.
- CLOSING DATE** : 14 November 2022
- NOTE** : Applicants must apply by submitting applications on the most recent Z83 form obtainable from any Public Service Department or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/> and a comprehensive CV ONLY (with detailed experience information). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA (only when shortlisted). It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (only when shortlisted). Handwritten Z83 must be completed in BLOCK LETTERS. If the Z83 is not completed as prescribed your application will not be accepted. All applications must reach the NPA on/or before the closing date. No late applications will be accepted/processed. Documents should not be password protected and ZIP files will be blocked. The NPA cannot be held responsible for server delays. Applicant's attention is drawn to the fact that the NPA uses an Electronic Response Handling System in terms of e-mailed applications. Please DO NOT contact the NPA directly after you have e-mailed your applications to enquire if your application(s) have been received. If you have not received an acknowledgement of receipt within one week after the closing date then you can contact the NPA. The NPA reserves the right not to fill any particular position. If you do not hear from us within (6) six months from the closing date of the advert, please accept that your application was unsuccessful. Successful candidates will be subjected to a security clearance of at least confidential. Appointment to this position will be provisional, pending the issue of security clearance. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be accessed as part of the verification process. A valid driver's license will be a requirement where applicable. Applicants are advised that from 1 January 2021 a new application form for employment (Z83) is in use. The new application for employment form can be downloaded at www.dpsa.gov.za-vacancies. From 1 January 2021 should an application be received using the incorrect (old) application for employment (Z83), it will not be considered. NB! Applicants Who Are Successful Must Please Note That The Npa Is Not In A Position To Pay Resettlement Costs NB! All employees considered for appointment to the Investigating Directorate will be subject to a lifestyle audit and integrity vetting.
- ERRATUM:** The closing date of the post Deputy Director General: Corporate Services with Recruit 2022/498 advertised in Public Service Vacancy Circular 37 dated 30 September 2022 has been extended to 14 November 2022

OTHER POSTS

- POST 41/105** : **SENIOR STATE ADVOCATE REF NO: RECRUIT 2022/527 (X9 POSTS)**
Investigating Directorate
- SALARY** : R997 764 per annum (total cost package) to R1 559 616 per annum (total cost package) (Level LP-9)
- CENTRE** : Pretoria: Head Office
- REQUIREMENTS** : An LLB or any appropriate legal qualification for serving prosecutors. At least eight years post qualification legal experience in civil and/or criminal litigation. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. Five years' experience in legal practice will be an added advantage. Experience or knowledge in POCA

legislation. Extensive prosecutorial or litigation experience with regard to common law offences such as fraud, theft, forgery and uttering, commercial crimes and related matters. Proficiency in prosecuting, guiding investigations in complex or more difficult matters, including commercial matters, drafting charge sheets, including indictments and court documents, dealing with representations. Financial or accounting background and knowledge of Company law will be an added advantage. General computer literacy and knowledge of programs in MS Word; Excel, Outlook and PowerPoint. Ability to act independently without supervision and manage court and case flow management independently. Excellent administrative skills.

DUTIES : Study case dockets, make assessments thereof and decide on the institution of prosecution. Deal with any representations. Guide investigations in complex or more difficult matters, including commercial matters. Prepare cases for court, including the acquisition of additional evidence and draft charge sheets, indictments and court documents. Present the State's case in court, lead and cross examine witnesses, address the court on, inter alia, conviction and sentence. Manage court and case flow management of cases independently. Study and deal with appeals and reviews. Prepare opinions and heads of argument for complex matters and in general conduct prosecutions on behalf of the State. Mentor and guide investigating officers, Prosecutors and stakeholders. Assist in high profile matters or matters where an increased risk element is present. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice independently without supervision and manage court and case flow management independently. Mentor and coach junior staff and quality check their work. Participate in the performance assessment of staff being mentored.

ENQUIRIES APPLICATIONS : Maureen Dibetle Tel No: 012 845 7727
: e mail Recruit2022527@npa.gov.za

POST 41/106 : **STATE ADVOCATE REF NO: RECRUIT 2022/528 (X15 POSTS)**
Investigating Directorate

SALARY : R774 660 per annum (total cost package) to R1 285 149 per annum (total cost package) (Level LP- 7 to LP-8)

CENTRE : Pretoria: Head Office

REQUIREMENTS : An LLB or any appropriate legal qualification for serving prosecutors. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. At least five years' post qualification legal experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Extensive prosecutorial or litigation experience with regard to common law offences such as fraud, theft, forgery and uttering, commercial crimes and related matters. Proficiency in prosecuting, guiding investigations in complex or more difficult matters, including commercial matters, drafting charge sheets, including indictments and court documents, dealing with representations. Financial or accounting background and knowledge of Company law will be an added advantage. General computer literacy and knowledge of programs in MS Word; Excel, Outlook and PowerPoint. Ability to act independently without supervision and manage court and case flow management independently. Excellent administrative skills.

DUTIES : Study case dockets, make assessments thereof and decide on the institution of prosecution. Deal with any representations. Guide investigations in complex or more difficult matters, including commercial matters. Prepare cases for court, including the acquisition of additional evidence and draft charge sheets, indictments and court documents. Present the State's case in court, lead and cross examine witnesses, address the court on, inter alia, conviction and sentence. Manage court and case flow management of cases independently. Study and deal with appeals and reviews. Prepare opinions and heads of argument for complex matters and in general conduct prosecutions on behalf of the State. Mentor and guide investigating officers, Prosecutors and stakeholders. Assist in high profile matters or matters where an increased risk element is present. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice independently without supervision and manage court and case flow management independently.

ENQUIRIES APPLICATIONS : Maureen Dibetle Tel No: 012 845 7727
: e mail Recruit2022528@npa.gov.za