

SOUTH AFRICAN POLICE SERVICE

OTHER POSTS

- POST 43/101** : **SECURITY OFFICER REF NO: CC01/10/22 (X6 POSTS)**
Corporate Communication & Liaison
- SALARY** : R124 434 per annum (Level 03)
CENTRE : Centurion, Pretoria
REQUIREMENTS : 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 previous criminal / departmental convictions or criminal / departmental cases pending; Applicants will be subjected to a vetting process which will include security screening and fingerprint verification; Be in possession of a Senior Certificate (Grade 12) or National Certificate (Vocational) recorded on the National Learner Record Database on NQF level 4; Registration with the Private Security Industry Regulatory Authority (PSIRA); Be in possession of at least a Grade C security certificate or higher; Not declared unfit to possess a fire-arm; Be willing to undergo firearm competency training; Be willing to maintain firearm competency; Must have no criminal record or pending criminal / departmental cases; Degree / Diploma in the field of security will be an added advantage; Relevant courses in the field of the post as well as valid driver's license for at least a light motor vehicle will serve as an advantage; Be willing to work shifts and extended hours.
- DUTIES** : Execute Access Control in terms of the Control of Access to Public Premises and Vehicles Act (Act No. 53 of 1985); Positive identification of employees, visitors and contactors at the security access point; Registering of employees, visitors and contractors, electronic searching of employees, visitors and contractors; Authorize entry in to the premises to employees, visitors and contractors after complying with all the legislative requirements, confirm visits with the hosts and ensure escort in line with the prescripts; Issue admission control cards to visitors and receive them back; Keep the necessary visitor's register; Check suppliers, 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; Patrol buildings and fenced-off areas; Guard vehicles and equipment in the field – 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.
- ENQUIRIES** : Lt Col JL Shandu/ Capt SJ Matlopela/ W/O TB Tshabalala/ SPO KK Mashiloane at Tel No: (012) 397 7256/ 7240.
- APPLICATIONS** : Applications may be hand-delivered, as follows: 152 Johannes Ramakhoase Street, Telkom Towers North, Pretoria. Application must be deposited into the box available at the reception area. Applications forwarded by post to be addressed to: The Section Head: Corporate Support, (Attention: Lt Col JL Shandu/ Capt SJ Matlopela), Corporate Support, South African Police Service, Private Bag X 94, Pretoria, 0001
- NOTE** : Only the official application form (available on the SAPS website www.saps.gov.za/careers and at SAPS 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. Short-listed applicants will be required to produce original documentation. 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 (ACT NO 103 OF 1994) as applicable to the post environment. Applications must be mailed / submitted timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it will be expected of him / her to undergo a personal interview as well as a practical assessment. 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 the process. The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointments in the South African Police Service as from 31 January 2015 provide a buccal (inside cheek) sample in order to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database. All short-listed candidates will be subjected to fingerprint screening and reference checking. Persons who retired from the Public Service by taking a severance package, early retirement or for medical reasons are excluded. 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 South African Police Service is an equal opportunity, affirmative action employer and it is the intention to promote representivity in the Public Service through the filling of these posts. Persons whose transfer / appointment will promote representivity will therefore receive preference. External Advertisement of Posts for Appointment Purposes: Security Officer: Public Service Act, 1994 (Act No. 103 Of 1994): South African Police Service: Section: Corporate Communication and Liaison

- CLOSING DATE** : 25 November 2022 at 16:00
- POST 43/102** : **SECURITY OFFICER**
- SALARY CENTRE** : R124 434 per annum (Level 03)
 : HRDC Benoni, GP 28/11/22 (X2 Posts)
 : VCIU Benoni Ref No: GP 29/11/22 (X8 Posts)
 : PHO Parktown Ref No: GP 30/11/22 (X10 Posts)
 : HRDC JHB Ref No: GP 31/11/22 (X2 Posts)
 : HRDC Soweto Ref No: GP 32/11/22 (X2 Posts)
 : SVC Wynberg Ref No: GP 33/11/22 (X7 Posts)
 : VSS Booyens Ref No: GP 34/11/22 (X5 Posts)
 : HRDC Tshwane South Ref No: GP 35/11/22 (X2 Posts)
 : VSS Pretoria West Ref No: GP 36/11/22 (X3 Posts)
- REQUIREMENTS** : 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 previous criminal / departmental convictions or criminal / departmental cases pending; Applicants will be subjected to a vetting process which will include security screening and fingerprint verification; Be in possession of a Senior Certificate (Grade 12) or National Certificate (Vocational) recorded on the National Learner Record Database on NQF level 4; Registration with the Private Security Industry Regulatory Authority (PSIRA); Be in possession of at least a Grade C security certificate or higher; Not declared unfit to possess a fire-arm; Be willing to undergo firearm competency training; Be willing to maintain firearm competency; Must have no criminal record or pending criminal / departmental cases; Degree / Diploma in the field of security will be an added advantage; Relevant courses in the field of the post as well as valid driver's license for at least a light motor vehicle will serve as an advantage; Be willing to work shifts and extended hours.
- DUTIES** : Execute Access Control in terms of the Control of Access to Public Premises and Vehicles Act (Act No. 53 of 1985); Positive identification of employees, visitors and contactors at the security access point; Registering of employees, visitors and contractors, electronic searching of employees, visitors and contractors; Authorize entry in to the premises to employees, visitors and contractors after complying with all the legislative requirements, confirm visits with the hosts and ensure escort in line with the prescripts; Issue admission control cards to visitors and receive them back; Keep the necessary visitor's register; Check suppliers, 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; Patrol buildings and fenced-off areas; Guard vehicles and equipment in the field – ONLY from a security point of view; Check all security equipment and facilities and take action, when necessary; Bring

**ENQUIRIES
APPLICATIONS**

any deficiencies or problems with regard to security matters to the attention of senior security personnel.

- : Lieutenant Colonel Henning Tel No: (011) 274-7913 / 7424 / 7423
- : Applications may be hand-delivered, as follows:
 - GP1/11/22 to GP5/11/22 and GP28/11/22 TO GP 29/11/22 2 (Ampere Road, Chloorkop, Kempton Park)
 - GP6/11/22 to GP15/11/22 and GP 30/11/22 TO GP34/11/22 1 Ndaba Drive, Protea North;
 - GP16/11/22 to GP 19/11/22 28 Quinlin Building, Merrymen Avenue (Opposite Absa Building)
 - GP20/11/22 to GP24/11/22 and GP35/11/22 to GP36/11/22 (Pretoria Moot Saps, 586 17th Avenue, Pretoria Moot)
 - GP25/11/22 to GP27/11/22 (Krugersdorp Saps, 118 Commissioner Street Krugersdorp)

NOTE

- : Only the official application form (available on the SAPS website www.saps.gov.za/careers and at SAPS 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. Short-listed applicants will be required to produce original documentation. 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. 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 (ACT NO 103 OF 1994) as applicable to the post environment. Applications must be mailed / submitted timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it will be expected of him / her to undergo a personal interview as well as a practical assessment. 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 the process. The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointments in the South African Police Service as from 31 January 2015 provide a buccal (inside cheek) sample in order to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database. All short-listed candidates will be subjected to fingerprint screening and reference checking. Persons who retired from the Public Service by taking a severance package, early retirement or for medical reasons are excluded. 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 South African Police Service is an equal opportunity, affirmative action employer and it is the intention to promote representivity in the Public Service through the filling of these posts. Persons whose transfer / appointment will promote representivity will therefore receive preference. External advertisement of posts for appointment purposes in terms of The Public Service Act, 1994 (Act No 103 Of 1994): 2022/2023 Financial Year.

CLOSING DATE

- : 25 November 2022 at 15:00

POST 43/103

- : **GENERAL WORKER**

**SALARY
CENTRE**

- : R104 073 per annum (Level 02)
- : Kwa Thema Ref No: GP 1/11/22
- : Tembisa Ref No: GP 2/11/22
- : Tembisa South Ref No: GP 3/11/22
- : Bedfordview Ref No: GP 4/11/22
- : Nigel Ref No: GP 5/11/22
- : Sophia Town Ref No: GP 6/11/22 (X2 Posts)
- : JHB Central Ref No: GP 7/11/22 (X2 Posts)
- : Sandton Ref No: GP 8/11/22

Moroka Ref No: GP 9/11/22
Moffatview Ref No: GP 10/11/22
Eldorado Park Ref No: GP 11/11/22
Bramley Ref No: GP 12/11/22
Midrand 10111 Ref No: GP 13/11/22 (X2 Posts)
Crime Detection (Diepkloof): GP 14/11/22
Roodepoort ICTU Ref No: GP 15/11/22
Vanderbijlpark Ref No: GP 16/11/22
Sebokeng Ref No: GP 17/11/22
Vereeniging VCIU Ref No: GP 18/11/22
Vereeniging HRDC Ref No: GP 19/11/22
Ekangala Ref No: GP 20/11/22
Boschkop: GP 21/11/22
Dube Ref No: GP 22/11/22
Rietgat Ref No: GP 23/11/22
Erasmia Ref No: GP 24/11/22
Hekpoort Ref No: GP 25/11/22
Muldersdrift Ref No: GP 26/11/22
Tarlton Ref No: GP 27/11/22

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DUTIES : 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 floor; 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 premise; Loading and unloading of goods. Garden maintenance services; Washing and cleaning of state vehicles, kitchenware and utensils.

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