

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** : 11 November 2024
- 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. The 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 application to enquire if your application has 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. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments which are, a practical exercise and an integrity (ethical conduct) assessment. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency-based assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will test generic managerial competencies using the mandated DPSA SMS competency assessment tools. A Pre-entry certificate obtained from the National School of Government (NSG) is required for all SMS applicants for Public Service Act positions in the NPA (SMS pre-entry certificate to be submitted prior to appointment). NPA Act appointments are exempted from the pre-entry certificate requirement. This is a Public Service specific training programme. The name of the course is Certificate for entry into the SMS. The full details can be sourced from the link <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. 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.
- ERRATUM:** State Advocate (AFU: Polokwane) with Ref No: Recruit 2024/149 advertised in Public Service Vacancy Circular 30 dated 23 August 2024 and Head Control Prosecutor 2 with Ref No: Recruit 2024/259 CPP: Welkom (Bethlehem) advertised in Public Service Vacancy Circular 33 dated 13 September 2024 are hereby withdrawn.

MANAGEMENT ECHELON

- POST 39/11** : **DEPUTY DIRECTOR-GENERAL: CORPORATE SERVICES REF NO: RECRUIT 2024/263**
National Prosecuting Authority
- SALARY** : R1 741 770 per annum (Level 15), (Total cost package)
- CENTRE** : Head Office: Pretoria
- REQUIREMENTS** : A qualification at NQF level 8 as recognised by the SAQA. Minimum 8 years' experience on a senior management level. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. A Pre-entry certificate (Nyukela Certificate) for entry into the SMS obtained from the National School of Government (NSG). Knowledge and understanding of the Labour Relations Act, BCEA, Public Service Act, Employment Equity Act, COIDA, PFMA and Treasury Regulations. Experience and in-depth understanding of relevant government policies, prescripts, and procedures. Experience in a legal environment will be an advantage. Must be a South African citizen and able to obtain a Top-Secret Security clearance. Valid

driver's licence. Skills, Competencies and Attributes: Strategic capabilities. Ability to successfully mobilise financial resources. Ability to drive the organisation to a performance-based culture. Proven mature leadership and management capabilities. Tactful diplomat and excellent negotiator. Demonstrated ability to function effectively in a team.

DUTIES

: Provide strategic direction to advance the achievement of the NPA's mission, strategic objectives, and targets. Deploy financial and all other resources to ensure allocation according to the strategic direction and objectives of the NPA. Review activity reports and financials to determine progress and status towards attainment of objectives and to revise where required. Direct and guide towards the Planning, Development, and implementation of strategies for service delivery improvements. Oversee operations to ensure efficiency, quality, service, and cost-effective management of resources. Ensure effective and efficient governance and policy framework for the NPA. Evaluate performance of various units and management structures for compliance with established policies and objectives of the NPA. Represent the NPA at parliamentary committees, meetings, and at any other forum as mandated by the NDPP and the Director General. Represent the NPA at the DoJCD ExCo and ManCo meetings. Build a culture and a team driven by performance.

ENQUIRIES
APPLICATIONS
NOTE

: Shirley Magano Tel No: (012) 845 6087
: e mail Recruit2024263@npa.gov.za
: The post is created under the Public Service Act, 1994 as amended. The National Prosecuting Authority (NPA) of South Africa was established in terms of Section 179 of the Constitution of the Republic of South Africa, to institute and conduct criminal proceedings on behalf of the State and carry out any necessary functions incidental to instituting and conducting such criminal proceedings. The NPA seeks to appoint an experienced and dynamic individual with high levels of integrity, professionalism, accountability and credibility to support the Deputy National Director of Public Prosecution: Strategy, Operations and Compliance (SOC) as the delegated accounting officer. SOC leads the administration and support services for the NPA and is the strategic business partner to the prosecution services. The NPA has embarked on an ambitious five year strategy to rebuild the organisation to ensure that it is equipped to address the growing challenges of crime. SOC is responsible for the implementation of the NPA's strategy and the DDG: Corporate Services will be required to provide strategic guidance, corporate management and delegated accounting officer functions for the NPA in line with its approved structure, and relevant delegations from the Director General (DG) of the Department of Justice and Constitutional Development.

POST 39/12

: **CHIEF FINANCIAL INVESTIGATOR REF NO: RECRUIT 2024/276**
Asset Forfeiture Unit
(This is an NPA Act position)

SALARY
CENTRE
REQUIREMENTS

: R1 216 824 per annum (Level 13), (Total cost package)
: Head Office
: An appropriate B -degree or Advanced Diploma (NQF level 7) qualification in one of the following: Forensic Investigations, Forensic Auditing, Criminal Investigation or equivalent. Certified Fraud Examiner will be an added advantage. At least eight years' experience in financial investigation with three years management experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Strategic capability and leadership. General management skills. People management and empowerment. Administration skills. Communication written and verbal. Planning and organizing skills. Customer focus and responsiveness. Problem solving and decision-making skills. Knowledge of legislation and regulations and regulations pertaining to public service administration. Computer skills, such as MS WORD, MS EXCEL, MS Outlook, MS PowerPoint, etc. Understand profit and loss calculations. Information Management. Writing Skills. Task/Time management skills. Strategic thinking. Conflict Management. Interpersonal relations. Communication. Planning. Analytics. Specialist/ Professional. Research Skills. Problem solving.

DUTIES

: Provide strategic planning and implementation of financial investigations. Coordinate and manage stakeholder relations in relations to financial investigations. Manage national financial investigative projects and administrative functions.

ENQUIRIES
APPLICATIONS

: Lindie Swanepoel Tel No: 012 845 6638
: e mail Recruit2024276@npa.gov.za

OTHER POSTS

POST 39/13

: **DEPUTY DIRECTOR OF PUBLIC PROSECUTIONS (REGIONAL HEAD)**
Asset Forfeiture Unit

SALARY
CENTRE
REQUIREMENTS

: R1 501 617 per annum (Level 14), (Total cost package)
: Cape Town Ref No: Recruit 2024/264
: Durban Ref No: Recruit 2024/265
: An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least ten (10) years' post qualification experience in civil and/or criminal litigation. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Admitted Attorney and/or Advocate. Right of appearance as contemplated in section 25(2) of the NPA

Act, 32 of 1998. Demonstrate experience in managing motion proceedings. Good advocacy and legal drafting skills. Good knowledge of civil and/or criminal procedure. Knowledge of Asset Forfeiture law will be added advantage. Ability to act independently. Good interpersonal, analytical, presentation and communication skills. Strong computer skills. Willing to travel and able to work extended hours.

DUTIES : Undertake litigation and supervision of litigation. Representing the state in all courts. Conduct civil litigation regarding all aspects of the freezing and forfeiture / confiscation of property / assets derived from criminal activity. Draft applications. Prepare heads of arguments and present cases in court. Train and provide mentorship and guidance to staff. Manage the regional office.

ENQUIRIES : Lindie Swanepoel Tel No: (012) 845 6638
APPLICATIONS : Cape Town e mail Recruit2024264@npa.gov.za
Durban e mail Recruit2024265@npa.gov.za

POST 39/14 : **DEPUTY DIRECTOR OF PUBLIC PROSECUTIONS REF NO: RECRUIT 2024/266 (X2 POSTS)**
Specialised Commercial Crime Unit

SALARY : R1 501 617 per annum (Level 14), (Total cost package)
CENTRE : Pretoria: Head Office

REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least ten years' post qualification experience in civil and/or criminal litigation. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Admission as an Attorney/Advocate will be an added advantage. Good advocacy and legal drafting skills. Knowledge of civil and/or criminal procedure. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. Good interpersonal, analytical, presentation and communication skills. Computer skills. Able to work extended hours. Valid driver's license.

DUTIES : To guide investigations and conduct prosecutions of identified cases. To exercise oversight on any decision to prosecute, and to give any necessary advice and report to the Head of the SCCU. To ensure that decisions to prosecute or not prosecute comply with all relevant legal prescripts, the Constitution, and all applicable policies, procedures and directive. To provide high level and well researched opinions and reports to the Head of the SCCU. To manage and direct governance and operations in the SCCU. To monitor and review strategy and operations. To provide enterprise performance reports. To liaise with regional offices and arrange meetings in this regard. To render professional advice to the Head of the SCCU, as required. To ensure that plans are in place to promote good stakeholder and partner engagement. To ensure that the national strategy and annual plan of the SCCU are developed and implemented. To monitor delivery of the regional offices in line with the strategy and plan. In order to ensure that the regional offices meet targets, to continuously analyse, review and monitor operational performance of the offices in order, inter alia, to identify and operational deficiencies and to monitor the achievement of strategic objectives and annual targets. To develop any performance or delivery improvement plans or make such interventions as circumstances may require. To oversee the development and implementation of appropriate employee performance management systems. To initiate and implement training initiative by establishing training needs both at national and regional levels. To meet with relevant stakeholders on a regular basis in order to effectively execute the mandate of SCCU.

ENQUIRIES : Bonakele Jali Tel No: (012) 845 6395
APPLICATIONS : e mail Recruit2024266@npa.gov.za

POST 39/15 : **DEPUTY DIRECTOR OF PUBLIC PROSECUTIONS**
National Prosecutions Services

SALARY : R1 501 617 per annum (Level 14), (Total cost package)
CENTRE : DDPP: Port Elizabeth Ref No: Recruit 2024/267
DPP: Mpumalanga (Governance) Ref No: Recruit 2024/268
DPP: Grahamstown (Bhisho) Ref No: Recruit 2024/269

REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least ten years' post qualification experience in civil and/or criminal litigation. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Admission as an Attorney/Advocate will be an added advantage. Good advocacy and legal drafting skills. Knowledge of civil and/or criminal procedure. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. Good interpersonal, analytical, presentation and communication skills. Computer skills. Valid driver's license.

DUTIES : Manage the portfolio assigned by the Director. Manage, train and guide Advocates, Prosecutors and stakeholders in respect of all matters, including complex / high profile matters, in the high court, the highest court of appeal and the constitutional court. Investigate and prosecute cases. Provide legal oversight and guidance in investigation projects and legal casework. Study case dockets and other documents relating to corruption matters, criminal matters, make and review decisions with regard to the institution of criminal proceedings. Prepare cases for court including the acquisition of additional evidence and drafting charge sheets, indictments and other court

documents. Present the state's case in court, including examination and cross-examination of witnesses and addressing the court on conviction and sentence. Study appeals and reviews, prepare opinions and heads of argument and argue cases in the appropriate court. Appear in motion applications pertaining to criminal matters. Map out strategic planning for the division and lead staff members towards achieving the strategic objectives. Oversee resources and align them to strategic objectives. Development, performance management and assessment of staff members. Deal with representations and complaints. Ensure that a high standard of professional work is being carried out. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system.

ENQUIRIES : DDPP: Port Elizabeth & DPP: Grahamstown (Bhisho) Anthony Bean Tel No: (046) 602 3041
DPP: Mpumalanga Sello Dibakoane Tel No: (013) 045 0622

APPLICATIONS : DDPP: Port Elizabeth e mail Recruit2024267@npa.gov.za
DPP: Mpumalanga e mail Recruit2024268@npa.gov.za
DPP: Grahamstown (Bhisho) e mail Recruit2024269@npa.gov.za

POST 39/16 : **DEPUTY DIRECTOR OF PUBLIC PROSECUTIONS REF NO: RECRUIT 2024/270**
National Prosecutions Services

SALARY : R1 501 617 per annum (Level 14), (Total cost package)

CENTRE : DPP: Mpumalanga (OCC)

REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least ten years' post qualification experience in civil and/or criminal litigation. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Admission as an Attorney/Advocate will be an added advantage. Good advocacy and legal drafting skills. Knowledge of civil and/or criminal procedure. Experience or knowledge in POCA legislation will be an added advantage. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. Good interpersonal, analytical, presentation and communication skills. Computer skills. Valid driver's license.

DUTIES : Manage the portfolio assigned by the Director. Manage, train and guide Advocates, Prosecutors and stakeholders in respect of all matters, including complex / high profile matters, in the high court, the highest court of appeal and the constitutional court. Investigate and prosecute cases. Provide legal oversight and guidance in investigation projects and legal casework. Study case dockets and other documents relating to corruption matters, criminal matters, make and review decisions with regard to the institution of criminal proceedings. Prepare cases for court including the acquisition of additional evidence and drafting charge sheets, indictments and other court documents. Present the state's case in court, including examination and cross-examination of witnesses and addressing the court on conviction and sentence. Study appeals and reviews, prepare opinions and heads of argument and argue cases in the appropriate court. Appear in motion applications pertaining to criminal matters. Map out strategic planning for the division and lead staff members towards achieving the strategic objectives. Oversee resources and align them to strategic objectives. Development, performance management and assessment of staff members. Deal with representations and complaints. Ensure that a high standard of professional work is being carried out. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system.

ENQUIRIES : Sello Dibakoane Tel No: (013) 045 0622

APPLICATIONS : e mail Recruit2024270@npa.gov.za

POST 39/17 : **DEPUTY DIRECTOR OF PUBLIC PROSECUTIONS REF NO: RECRUIT 2024/271**
National Prosecutions Services

SALARY : R1 501 617 per annum (Level 14), (Total cost package)

CENTRE : DPP: Mpumalanga (Tax Unit)

REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least ten years' post qualification experience in civil and/or criminal litigation. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Admission as an Attorney/Advocate will be an added advantage. Extensive prosecutorial or litigation experience regarding common law offences relating to tax evasions/avoidance, commercial crimes, fraud and related matters. Sound knowledge and understanding of SARS functions and financial accounting background. Good advocacy and legal drafting skills. Strong organisational leadership skills. Strong interpersonal and communication skills. Ability to think strategically and innovatively and management. Valid driver's license.

DUTIES : Manage the portfolio assigned by the Director. Manage, train and guide Advocates, Prosecutors and stakeholders in respect of all matters, including complex / high profile matters, in the high court, the highest court of appeal and the Constitutional Court. Studying and research law, enquiring and dockets relating to crimes and advising and decisions thereon. Instituting and conducting criminal proceedings in any court, including drawing up charge sheets and indictments, interviewing prospective witnesses and examining and cross-examining witnesses as well as presenting arguments in court and argue cases. Consult on a regular basis with all relevant stakeholders and SARS officials. Manage and keep SARS records for all criminal prosecutions and statistics. Map out strategic planning for the division and lead staff members

towards achieving strategic objectives. Development, performance management and assessment of staff members. Deal with representations and complaints. Ensure that a high standard of professional work is being carried out. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system.

ENQUIRIES : Sello Dibakoane Tel No: (013) 045 0622
APPLICATIONS : e mail: Recruit2024271@npa.gov.za

POST 39/18 : **DEPUTY DIRECTOR OF PUBLIC PROSECUTIONS REF NO: RECRUIT 2024/272**
National Prosecutions Services

SALARY : R1 501 617 per annum (Level 14), (Total cost package)
CENTRE : DPP: Kimberley
REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least ten years' post qualification experience in civil and/or criminal litigation. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Admission as an Attorney/Advocate. Experience in dealing with Tax Act, Vat Act, Customs and Excise Act matters, Organised Crime matters, and corruption matters will be an added advantage. Good advocacy and legal drafting skills. Knowledge of civil and/or criminal procedure. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. Good interpersonal, analytical, presentation and communication skills. Computer skills. Valid driver's license.

DUTIES : Manage the portfolio assigned by the Director. Manage, train and guide Advocates, Prosecutors and stakeholders in respect of all matters, including complex / high profile matters, in the high court, the highest court of appeal and the constitutional court. Investigate and prosecute cases. Provide legal oversight and guidance in investigation projects and legal casework. Study case dockets and other documents relating to tax matters, organised crime matters, corruption matters, criminal matters, make and review decisions with regard to the institution of criminal proceedings. Prepare cases for court including the acquisition of additional evidence and drafting charge sheets, indictments and other court documents. Present the state's case in court, including examination and cross-examination of witnesses and addressing the court on conviction and sentence. Study appeals and reviews, prepare opinions and heads of argument and argue cases in the appropriate court. Appear in motion applications pertaining to criminal matters. Map out strategic planning for the division and lead staff members towards achieving the strategic objectives. Oversee resources and align them to strategic objectives. Development, performance management and assessment of staff members. Deal with representations and complaints. Ensure that a high standard of professional work is being carried out. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system.

ENQUIRIES : Nicholas Mogongwa Tel No: (053) 807 4539
APPLICATIONS : e mail Recruit2024272@npa.gov.za

POST 39/19 : **CHIEF PROSECUTOR**
National Prosecutions Service

SALARY : R1 501 617 per annum (Level 14), (Total cost package)
CENTRE : CPP: Klerksdorp - Recruit 2024/273
CPP: Odi - Recruit 2024/274
CPP: Mitchell's Plain - Recruit 2024/275

REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least ten years post qualification legal experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Organizational and leadership skills. Ability to think strategically and innovatively. Ability to manage the performance of the Cluster. Strong interpersonal and communication skills. General computer literacy and knowledge of programs in Microsoft Office. Decision making ability. A valid driver's license is a requirement.

DUTIES : Manage the performance of the NPA personnel in the lower courts, aligning such performance to the strategic plans of the NPA. Manage and oversee resources of the cluster and align them to the objectives of the NPA. Manage, train and guide Prosecutors and stakeholders in respect of all litigations in the cluster. Study, decide and recommend on budget and expenditure in line with the decision of NPA Administration and NPS. Manage the institution of/and conduct criminal proceedings on behalf of the State, in any court, including drawing up charge sheets and indictments, interviewing prospective witnesses and examining and cross examining witnesses as well as presenting arguments in court. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system. Compile reports and enter into correspondence on matters and activities pertaining to the cluster. Map out and implement strategic interventions for the cluster to guide prosecutors towards achieving strategic objectives. Check and ensure that a high standard of professional work is being carried out.

ENQUIRIES : CPP: Klerksdorp & CPP Odi Flora Kalakgosi Tel No: (018) 381 9041
CPP: Mitchell's Plain Sonwabiso Mkwakwi Tel No: (021) 487 7234

<u>APPLICATIONS</u>	:	CPP: Klerksdorp e mail: Recruit2024273@npa.gov.za CPP Odi e mail: Recruit2024274@npa.gov.za CPP: Mitchell's Plain e mail: Recruit2024275@npa.gov.za
<u>POST 39/20</u>	:	<u>SENIOR STATE ADVOCATE REF NO: RECRUIT 2024/281</u> Specialised Commercial Crime Unit
<u>SALARY</u>	:	R1 132 806 - R1 762 857 per annum (LP-9), (Total cost package)
<u>CENTRE</u>	:	Cape Town
<u>REQUIREMENTS</u>	:	An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight (8) years' post qualification 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. 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. Knowledge of asset forfeiture law will be an added advantage. Well-developed skills in legal research and legal drafting. Strong interpersonal and communication skills. General computer proficiency and knowledge of programs in MS Office. Good interpersonal, analytical, organization and communication skills.
<u>DUTIES</u>	:	Study case dockets, decide on the institution of and conduct criminal proceedings. Deal with any representations. Conduct prosecution of serious, complex and organized commercial crime and corruption matters. Prepare cases for court including the acquisition of additional evidence and drafting charge sheets, indictments and other court documents. Present the state's case in court, including examination and cross-examination of witnesses and addressing the court on conviction and sentence. Manage court and case flow management independently. Study and deal with appeals and reviews. Advise the police on the investigation of serious, complex and organized commercial crime cases and corruption matters. Be able to guide and supervise junior advocates. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system.
<u>ENQUIRIES</u>	:	Xola Matembisa Tel No: 021 944 6721
<u>APPLICATIONS</u>	:	e mail Recruit2024281@npa.gov.za
<u>POST 39/21</u>	:	<u>SENIOR STATE ADVOCATE REF NO: RECRUIT 2024/282 (X3 POSTS)</u> National Prosecutions Service Re-advert
<u>SALARY</u>	:	R1 132 806 - R1 762 857 per annum (LP-9), (Total cost package)
<u>CENTRE</u>	:	DPP: Bloemfontein
<u>REQUIREMENTS</u>	:	An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight (8) 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 (5) years' experience in legal practice will be an added advantage. Strong interpersonal and communication skills. Decision making ability. Computer literacy and knowledge of programs in MS Office.
<u>DUTIES</u>	:	Study case dockets. Decide on the institution of and conduct criminal proceedings. Draft charge sheets, indictments and other court documents. Represent the State in all courts. 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. Attend to representations, prepare opinions and head of arguments and argue cases in appropriate court. Appear in court in motion application pertaining to criminal matters and in general conduct prosecution on behalf of the state. Perform all duties related thereto in accordance with the code of conduct policy and directives of the NPA. Mentor and coach junior staff and quality check their work. Participate in the performance assessment of staff being mentored.
<u>ENQUIRIES</u>	:	Lemmer Ludwick Tel No: (051) 410 6001
<u>APPLICATIONS</u>	:	e mail Recruit2024282@npa.gov.za
<u>POST 39/22</u>	:	<u>SENIOR PUBLIC PROSECUTOR REF NO: RECRUIT 2024/283</u> National Prosecutions Service
<u>SALARY</u>	:	R1 132 806 - R1 762 857 per annum (Level CM-1), (Total cost package)
<u>CENTRE</u>	:	CPP: Welkom
<u>REQUIREMENTS</u>	:	An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight (8) years post qualification legal experience. Five (5) years' experience in legal practice will be an added advantage. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Good management skills. Manage, give guidance to and train prosecutors. Proficiency in prosecuting, guiding investigations and giving instructions in reasonably complex or more difficult common law and statutory offences. Able to draft charge

		<p>sheets and complex court documents. Ability to act independently without constant supervision. Must have good administrative skills.</p>
<u>DUTIES</u>	:	<p>Manage and supervise allocation of work and management of performance for lower-level prosecutors including trainee Prosecutor. Train and guide Prosecutors including trainee Prosecutors and stakeholders in preparation of case dockets and deciding on the institution and conduct criminal proceedings. Represent the State in all courts. Present and assist prosecutors including trainee Prosecutors in presentation of state's case court, lead and cross examination of witnesses and address court on inter alia conviction and the like. Attend to representations and complaints. Attend to instructions of the Chief Prosecutor and the Director of Public Prosecutions. Lead Prosecutors towards achieving strategic goals and operational targets set by NPA, DPP office and CPP. Perform all duties including administrative duties related thereto, in accordance with code of conduct, policy directives of NPA. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice.</p>
<u>ENQUIRIES APPLICATIONS</u>	:	<p>Lemmer Ludwick Tel No: (051) 410 6001</p>
	:	<p>e mail Recruit2024283@npa.gov.za</p>
<u>POST 39/23</u>	:	<p><u>SENIOR PUBLIC PROSECUTOR REF NO: RECRUIT 2024/277</u> National Prosecutions Service</p>
<u>SALARY CENTRE REQUIREMENTS</u>	:	<p>R1 132 806 - R1 762 857 per annum (Level LP-9), (Total cost package)</p> <p>Pretoria: Head Office</p> <p>An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight years' post qualification legal experience, in 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. Proficiency in MS Word, Excel, and PowerPoint is required. Experience with MS Teams and Power BI will be an advantage. Ability to act independently without constant supervision. Must have good administrative skills. Able to work under pressure, which may involve long hours. Excellent analytical and problem-solving skills. Adaptability, communication and teamwork are also required in respect of working with other role-players.</p>
<u>DUTIES</u>	:	<p>Study the recommendations of the TRC (including relevant volumes of the TRC and its final report, related articles, video clips and records and all exhibits and documents handed in at the hearings, trials, inquests, proceedings), pertaining to allocated TRC matters. Consider the recommendations of the TRC and related matters. Provide guidance to dedicated TRC investigating officers. Drafting documents pertaining to access to crime scenes, court documents, documents and exhibits in possession of other state departments, universities, non-governmental organisations and other assistance as may be required by investigators. Conduct research, drafting of legal documents and attend to representations arising out of TRC matters. Make legal decisions in accordance with the law, policies and justice. Assist with the preparation of charge sheets/indictments where applicable. Co-operate and engage with all relevant stakeholders and colleagues pertaining to TRC matters. Make legal decisions in accordance with the law, NPA prosecution policies and directives. Also conduct research, prepare reports, and draft legal opinions, policies, legislation, and other legal documents. Participate in and represent the NPA in stakeholder engagements, meetings and projects. Monitor, analyze and report on performance information and statistics. Assist with the development of strategic, operational and implementation plans. Identify and resolve challenges affecting the performance of the NPA.</p>
<u>ENQUIRIES APPLICATIONS</u>	:	<p>Gija Maswanganyi Tel No: (012) 845 6944</p>
	:	<p>e mail Recruit2024277@npa.gov.za</p>
<u>POST 39/24</u>	:	<p><u>STATE ADVOCATE REF NO: RECRUIT 2024/284</u> Specialised Commercial Crime Unit (Re-advert)</p>
<u>SALARY CENTRE REQUIREMENTS</u>	:	<p>R884 268 - R1 459 071 per annum (Level LP- 7 to LP-8), (Total cost package)</p> <p>Pretoria</p> <p>An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. At least five (5) years' post qualification legal experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Well-developed skills in legal research and legal drafting. Good knowledge of civil and/or criminal procedure. Proficiency in prosecution, competency in guiding investigations, drafting charge sheets, indictments and court documents and dealing with representations. Knowledge of and skills in general prosecution. Good interpersonal, analytical, organisational and communication skills. Ability to act independently or with minimum supervision. A valid driver's licence.</p>
<u>DUTIES</u>	:	<p>Study case dockets. Decide on the institution of and conduct criminal proceedings. Draft charge sheets, indictments and other court documents. Represent the State in all courts. Prepare a case for court, including the acquisition of additional evidence, lead and cross examine witnesses, address the court on inter alia, conviction and sentence. Study and deal with appeals and reviews, attend to representations, prepare opinions and heads of arguments. Conduct</p>

prosecution of serious, complex and organised commercial crime and corruption matters. Appear in court in motion applications pertaining to criminal matters and in general conduct prosecution on behalf of the state. Perform all duties related thereto in accordance with the code of conduct policy and directives of the NPA. Identify and refer matters to AFU.

ENQUIRIES : Bontle Bareng Tel No: (012) 401 9421
APPLICATIONS : e mail Recruit2024284@npa.gov.za

POST 39/25 : **SENIOR FINANCIAL INVESTIGATOR REF NO: RECRUIT 2024/278**
Asset Forfeiture Unit

SALARY : R849 702 per annum (MMS Level 11), (Total cost package)
CENTRE : Cape Town (George)
REQUIREMENTS : An appropriate B -degree (NQF level 7) or Three (3) year Diploma (NQF level 6) in one of the following: Forensic Investigations, Forensic Auditing, Criminal Investigation or equivalent. Certified Fraud Examine will be an added advantage. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Five (5) years' experience in financial investigation. Strategic capability and leadership. General management skills. People Management and Empowerment. The ability to perform administrative tasks efficiently, effectively, and error free. Excellent written and verbal communication. Ability to plan and organize work and distinguish between urgent and important tasks/activities. Ability to achieve excellence in delivering the planned customer service outcomes (i.e. service levels and standards) for the NPA and ensure the highest level of customer care and customer satisfaction. Ability to identify and solve problems by analyzing situations and apply critical thinking in order to resolve problems and decide on courses of action and implement the solutions developed in order to overcome problems and constraints. Knowledge of legislation and regulations pertaining to public service administration. Computer skills, such as MS Word, MS Excel, MS Outlook, MS PowerPoint, etc.

DUTIES : Conduct case assessments. Conduct case planning. Conduct a detailed financial investigation in high value and complex matters. Undertake stakeholder engagements. Undertake all administration functions.

ENQUIRIES : Lindie Swanepoel Tel No: (012) 845 6638
APPLICATIONS : e mail Recruit2024278@npa.gov.za

POST 39/26 : **HEAD CONTROL PROSECUTOR 2 REF NO: RECRUIT 2024/279**
National Prosecutions Service

SALARY : R597 753 - R1 374 714 per annum (Level SU-1 to SU-2), (excluding benefits), (Total cost package)

CENTRE : CPP: Welkom (Parys)
REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least four (4) years' post qualification legal experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Proficiency in prosecuting, guiding investigation and giving instructions in reasonably complex or more difficult common law and statutory offences in the lower courts. Proficiently drafting complex charge sheets and other complex court documents. Must be able to act independently without constant supervision and manage court and case flow independently. Good management and administrative skills. General computer literacy with excellent knowledge of Ms Word, PowerPoint, Excel ad Outlook. High level of reliability. Ability to act with tact and discretion. Ability to identify and handle confidential matters. Knowledge of relevant legislations, policies, prescripts and procedures applicable in the public sector.

DUTIES : Manage, train, and give guidance to prosecutors. Study case dockets, decide on the institution of and conduct criminal proceedings. Maintenance matters and inquest of a general and more advanced nature in the Regional Court and District Court. Prepare cases for court and draft charge sheets and other proceedings for court, present and assist prosecutors to present the State's case in court, to lead witnesses, cross examine and address the court on inter-alia, conviction, and sentence, and in general to conduct prosecutions on behalf of the State. Perform all duties related thereto in accordance with the Code of Conduct, Policy, and Directives of the National Prosecuting Authority. Assist the Senior Public Prosecutor with the performance assessment of staff. Manage, control and attend to the administration of the office of the District Court. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice.

ENQUIRIES : Lemmer Ludwick Tel No: (051) 410 6001
APPLICATIONS : e mail Recruit2024279@npa.gov.za

POST 39/27 : **REGIONAL COURT PROSECUTOR REF NO: RECRUIT 2024/280**
National Prosecutions Services

SALARY : R597 753 - R1 374 714 per annum (Level LP-5 to LP-6), (excluding benefits), (Total cost package)

CENTRE : CPP: Butterworth (OCC)

REQUIREMENTS

: An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least four (4) years post qualification legal experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. The incumbent must have the ability to act independently or with minimum supervision. Proficiency in prosecuting. Experience in guiding investigations and giving instructions in law and statutory offences. Experience or knowledge in POCA legislation. A valid driver's licence will be a requirement where applicable. Decision making skills. Must have good administrative skills.

DUTIES

: Study case dockets. Decide on the institution of and conduct criminal proceedings. Draft charge sheets and other documents and represent the State in all courts. Lead witnesses, cross-examine and address the court on inter alia, conviction and sentence and in general to conduct prosecutions on behalf of the state. Draft Heads of arguments and argue Appeals. Perform general administrative duties of the office. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system. Perform all duties related thereto in accordance with the Code of Conduct, Policy and Directives of the National Prosecuting Authority.

ENQUIRIES

: Tulisa Sibindlana Tel No: (047) 501 2669

APPLICATIONS

: e mail Recruit2024280@npa.gov.za