

JUDICIAL INSPECTORATE FOR CORRECTIONAL SERVICES

The Judicial Inspectorate for Correctional Services (JICS) is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of JICS will be taken into consideration. People with Disabilities will be accommodated within reasonable limits. Therefore, preference will be given to candidates whose appointment will assist the JICS in achieving its Employment Equity targets in terms of the JICS's Employment Equity Plan.

CLOSING DATE
NOTE

: 10 October 2025 at 16:00 (walk-in) and 20:00 (online)

: All attachments for online application must include an application form Z83 and CV only, in PDF and as one (1) document or attachment and saved with surname and initials. JPEG (picture/snapshot) applications will not be accepted. Failure to do so will result in your application being disqualified. Applications quoting the relevant reference number must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each post(s) advert must be accompanied by its own application form for employment and must be fully completed, initialled and signed by the applicant as instructed below. Failure to fully complete, initial and sign the Z83 form will lead to disqualification of the application during the selection process. All applications must reach the Judicial Inspectorate for Correctional Services (JICS) on/or before the closing date and time. JICS cannot be held responsible for server delays. Applications submitted in any other way other than the published link or hand delivery will be treated as invalid. All fields of Section A, B, C and D of the Z83 must be completed in full. Section E, F, G (Due to the limited space on the Z83, it is acceptable for applicants to indicate "refer to CV" or "see attached". However, the question related to conditions that prevent re-appointment under Part "F" must be answered and the declaration signed. Only an updated comprehensive CV (with detailed previous experience if any) and a completed and signed new Z83 application form is required. Posts of Independent Correctional Centre Visitors (ICCV) also requires a recommendation/nomination as an ICCV by a community organization (not older than six (6) months) and must be attached to your application. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following the communication from Human Resources and such qualification(s) and other related document(s) will be in line with the requirements of the advert. Non-RSA Citizens/Permanent Resident Permit holders in possession of foreign qualifications must be accompanied by an evaluation report issued by the South African Qualification Authority (SAQA) (only when shortlisted). Applicants who do not comply with the abovementioned instructions/requirements, as well as applications received late will not be considered. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to shortlisted candidates only. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the posts' technical and generic requirements. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). Please note by responding to the advertisement, you consent to the collection, processing, and storing of your Personal Information in accordance with the Protection of Personal Information Act (POPIA). Your information will be used for the sole purpose of this application and will not be shared with third parties without prior consent unless required by law. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The JICS reserves the right not to make any appointment(s) to the below advertised post(s). The successful candidate will be required to enter into an employment contract and a performance agreement. All costs associated with an application will be borne by the applicant. The appointment will be made according to the Public Service Act of 1994. JICS is committed to the achievement and maintenance of diversity and

equity employment, preference will be giving to Whites, Indian Females, African Males, Coloured Males, and people living with disabilities.

OTHER POSTS

<u>POST 34/17</u>	:	<u>LAW CLERK REF NO: JI 152/2025</u> Office of the Inspecting Judge 36-month contract
<u>SALARY</u>	:	R468 459 per annum (Level 09), plus 37% in lieu of benefits
<u>CENTRE</u>	:	Cape Town
<u>REQUIREMENTS</u>	:	Applicants must be in possession of a Senior Certificate/Grade 12, an LLB degree or final year of study. Should have an interest in criminal law, criminology, penology and human rights. Academic excellence and research are required. Applicants should include a letter of motivation; curriculum vitae; an example of written work between 6 – 12 pages in length which demonstrates critical legal analysis and is written solely by the applicant; letters of recommendation from 2 referees, together with their names and contact details (including emails). Skills and Competencies: Computer literacy (MS Office); Sound Interpersonal relations; Communication (verbal and written) skills; Planning and organisational skills; Able to work under pressure, independently and willingness to work extra hours; Problem solving and leadership skills; Ability to pay attention to detail.
<u>DUTIES</u>	:	The successful candidate will be responsible to do research for the Inspecting Judge; report writing, drafting and editing of correspondence and other official documents; accompanying the Inspecting Judge on inspections and other official duties; and performing ad hoc tasks allocated by the Inspecting Judge.
<u>ENQUIRIES</u>	:	Mr M Sello Tel No: (012) 321 0303
<u>APPLICATIONS</u>	:	Applications to be submitted through following link: https://forms.gle/exu3kmGcHSqwtSwp7 or hand delivered to Standard Bank Building, No. 1 Thibault Square, 9th Floor, Cnr Long Street & Hans Strijdom Avenue, Cape Town, 8001
<u>POST 34/18</u>	:	<u>VISITORS COMMITTEE COORDINATING OFFICER –VCCO REF NO: JI 153/2025</u> Directorate: Management Regions
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Western Cape Management Region – Cape Town
<u>REQUIREMENTS</u>	:	Applicants must be in possession of a Senior Certificate/Grade 12, Degree/National Diploma in Public Administrations/ Public Management, NQF 6 as recognised by SAQA. 3-year Degree/National Diploma in Office Management or Administration recognised relevant qualification on NQF 6 or equivalent qualification; a minimum of 5 years' experience in the Justice Cluster or a minimum of 2 years' supervisory experience; Knowledge of the Public Finance Management Act, Public Service Act and Regulations and National Treasury Regulations; A valid driver's licence. Skills and Competencies: Computer literacy (MS Office), (Excel), (PowerPoint); Sound Interpersonal relations; Communication (verbal and written) skills; Planning and organizational skills; Able to work under pressure, independently and willingness to work extra hours; Problem solving and leadership skills; Ability to pay attention to detail. Good conflict resolution skills.
<u>DUTIES</u>	:	The successful candidate will be responsible to provide management, supervision and control of Independent Correctional Centre Visitors. Complaints Management, general, Urgent and Mandatory. Coordination of Visitors Committee/Stakeholder engagement meetings. Conduct performance evaluations, administration tasks, reporting and arrange inductions for Independent Correctional Centre Visitors.
<u>ENQUIRIES</u>	:	Mr S Sani Tel No: (021) 421 1012
<u>APPLICATIONS</u>	:	Applications to be submitted through following link: https://forms.gle/Ee81KzXwRSxM1N16A or hand delivered to Standard Bank Building, No. 1 Thibault Square, 9th Floor, Cnr Long Street & Hans Strijdom Avenue, Cape Town, 8001

<u>POST 34/19</u>	:	<u>INDEPENDENT CORRECTIONAL CENTRE VISITOR</u> (36-month contract appointment) (Posts to be filled from 1 March/1 April 2026)
<u>SALARY CENTRE</u>	:	R85 620 per annum (Level 5 - 3/8th), plus 37% in lieu of benefits
	:	Northern Management Region Correctional Centres: Atteridgeville Ref No: 154/2025 Bethal Ref No: 155/2025 Kgosi Mampuru C-Max Ref No: 156/2025 Kgosi Mampuru Maximum Ref No: 157/2025 Kutama Sinthimule Ref No: 158/2025 Potchefstroom Ref No: 159/2025 Tzaneen Ref No: 160/2025 Wolmaransstad Ref No: 161/2025 Zeerust Ref No: 162/2025 Barberton Maximum (Ref No 163/2025 Boksburg Ref No: 164/2025 Emthonjeni Ref No: 165/2025 Johannesburg (Medium C) Ref No: 166/2025 Modderbee Ref No: 167/2025 (X2 Posts) Nigel Ref No: 168/2025 Leeuwkop Maximum Ref No: 169 of 2025 Losperfontein Ref No: 170 of 2025 Middelburg Ref No: 171/2025 Witbank Ref No: 172/2025 Central Management Region Correctional Centres: Bethlehem Ref No: 173/2025 Brandfort Ref No: 174/2025 De Aar Ref No: 175/2025 Edenburg Ref No: 176/2025 Frankfort Ref No: 177/2025 Goedemoed (Medium A) Ref No: 178/2025 Groenpunt Maximum Ref No: 179/2025 (X2 Posts) Groenpunt Juvenile Ref No: 180/2025 Hoopstad Ref No: 181/2025 Mangaung Ref No: 182/2025 (X2 Posts) Springbok Ref No: 183/2025 Vereeniging Ref No: 184/2025 KwaZulu Natal Management Region Correctional Centres: Sevontein Ref No: 185/2025 Stanger Ref No: 186/2025 Durban (Medium A) Ref No: 187/2025 Durban (Medium B) Ref No: 188/2025 Umzinto Ref No: 189/2025 Eshowe Ref No: 190/2025 Estcourt Ref No: 191/2025 Ncome Maximum Ref No: 192/2025 Kokstad (Medium) Ref No: 193/2025 Ebongweni (Super Max) Ref No: 194/2025 (X2 Posts) Eastern Cape Management Region Correctional Centres: Port Elizabeth Ref No: 195/2025 King Williams Town Ref No: 196/2025 Middledrift Ref No: 197/2025 Queenstown Ref No: 198/2025 East London (Medium B) Ref No: 199/2025 Idutywa Ref No: 200/2025 Western Cape Management Region Correctional Centres: Drakenstein (Medium A) Ref No: 201/2025 Hawequa Ref No: 202/2025 Beaufort West Ref No: 203/2025
<u>APPLICATIONS</u>	:	Applications to be submitted through the links mentioned above or hand delivered to Block C 3, Eco Origins Office Park, Witch-hazel Street, Centurion, 0046 Atteridgeville: https://forms.gle/6tkYoNph4u3F8d9A8 Bethal: https://forms.gle/CkBAZUizXcZMjp8y7 Kgosi Mampuru C-Max: https://forms.gle/SBHSNN951Uxmn37q6 Kgosi Mampuru Maximum: https://forms.gle/Fyu6LyMKsYQDgbM77

Kutama Sinthimule: <https://forms.gle/XeHv46xkPQeisECq6>
 Potchefstroom: <https://forms.gle/63qj6fBaVR6uKmsC9>
 Tzaneen: <https://forms.gle/St7My3fQ4qe6fudp8>
 Wolmaransstad: <https://forms.gle/AfTA4fxAa2AVjqP18>
 Zeerust: <https://forms.gle/nXs3f9Jo8SYKKC279>
 Barberton: <https://forms.gle/v3KSSzoGmiSy8ePq7>
 Boksburg: <https://forms.gle/HjL72EfBtQUtAToVA>
 Emthonjeni: <https://forms.gle/zjs8nE4VjzBaoW9A>
 Johannesburg (Medium C): <https://forms.gle/iBHpWB9A1JXy2Y89>
 Modderbee: <https://forms.gle/zXpxzmvKZnMQwY839>
 Nigel: <https://forms.gle/6nq8R5VbUDgJpwcPA>
 Leeuwkop Maximum: <https://forms.gle/xYimsEyZDnjFcFFP7>
 Losperfontein: <https://forms.gle/V6YK9thBgLEdg4zv5>
 Middelburg: <https://forms.gle/M85VznYwVhvWyZQN9>
 Witbank: <https://forms.gle/cz9trsSuuiRf4THQ6>

Central Management Region Correctional Centres:

Applications to be submitted through the links mentioned above or hand delivered to Fedsure House, 3rd Floor 62 St Andrews Street, Bloemfontein 9300

Bethlehem: <https://forms.gle/ZbZEyHRWsfeTP8KD9>
 Brandfort: <https://forms.gle/S31kY7xu4WkeJDSb6>
 De Aar: <https://forms.gle/dhVnWc8xXzxaBT1p6>
 Edenburg: <https://forms.gle/QWpdP8hNjs3s2uPHA>
 Frankfort: <https://forms.gle/TfsPMjXc5e6wyuPV8>
 Goedemoed: <https://forms.gle/HxAbeQ9yvxWBmNxs8>
 Groenpunt Maximum: <https://forms.gle/cA6kwNfBBJRM73mY9>
 Groenpunt Juvenile: <https://forms.gle/idDgG44mVCQU1dDMA>
 Hoopstad: <https://forms.gle/cKtLLrRz6KSxGVN26>
 Mangaung: <https://forms.gle/DJZ7sq9tF1RzbSuD7>
 Springbok: <https://forms.gle/hYBnxMFVAeE9qPWP9>
 Vereeniging: <https://forms.gle/fNAaEXrp5hVFTxR36>

KwaZulu Natal Management Region Correctional Centres:

Applications to be submitted through the links mentioned above or hand delivered to Aqua Sky Building, 275 Anton Lembede Street, 8th Floor, Durban 4001

Sevontein: <https://forms.gle/26iKi3q2bc6bRsqR9>
 Stanger: <https://forms.gle/rvFMVH3TH6Tn335o9>
 Durban (Medium A): <https://forms.gle/9WTqFkYSje7QDps36>
 Durban (Medium B): <https://forms.gle/AyPNJivMcuajx8ma8>
 Umzinto: <https://forms.gle/v4Nu9DREQ6SPZn526>
 Eshowe: <https://forms.gle/Mxz4ojSagXHe8GLW8>
 Estcourt: <https://forms.gle/JT9ZUsihT6fvj72LA>
 Ncome Maximum: <https://forms.gle/iJJakoX9n93LDWjF8>
 Kokstad (Medium): <https://forms.gle/LS9D82MK8WGZ2iGb8>
 Ebongweni (Super Max): <https://forms.gle/2LHXCvayJ9Vt2EQt5>

Eastern Cape Management Region Correctional Centres:

Applications to be submitted through the links mentioned above or hand delivered to East London Magistrates Court, 3rd floor, room 407, Buffalo Street, East London, 5200 Eastern Cape Management Region Correctional Centres:

Port Elizabeth: <https://forms.gle/QMY14yDwxE7NoMEr6>
 King Williams Town: <https://forms.gle/gPNwS1XcTorVzegM6>
 Middledrift: <https://forms.gle/cZDs1Y3AMmFzXexUA>
 Queenstown: <https://forms.gle/TRL9FAqLfJrarQqM8>
 East London (Medium B): <https://forms.gle/iL8ZXTVhnKj7zvf17>
 Idutywa: <https://forms.gle/q7aPHcze6FJJyBej9>

Western Cape Management Region Correctional Centres:

Applications to be submitted through the links mentioned above or hand delivered to Standard Bank Building, No. 1 Thibault Square, 9th Floor, Cnr Long Street & Hans Strijdom Avenue, Cape Town, 8001 Western Cape Management Region Correctional Centres:

Drakenstein (Medium A): <https://forms.gle/Ad2DuvDhKd7hePix8>
 Hawequa: <https://forms.gle/MqaMzHH8mW1qgwiM9>
 Beaufort West: <https://forms.gle/Tf4QE4h3zEsYVDJj9>

ENQUIRIES

Central Management Region: Ms Y Mdlalose Tel No: (051) 4301954
 Kwa-Zulu Natal Management Region: Mr. S Sibanyoni Tel No: (031) 366 1900
 Northern Management Region: Ms G Thabethe Tel No: (012) 663 7521
 Western Cape Management Region: Mr S Sani Tel No: (021) 421 1012

Eastern Cape Management Region: Ms N Sifesane Tel No: (043) 722 2729