DEPARTMENT OF CORRECTIONAL SERVICES



APPLICATIONS

Indicate the reference number and position you are applying for on your application form (Z83) and post or email your complete application to the address as indicated below: Send your complete application to:

Eastern Cape Region: The Regional Commissioner Eastern Cape. Recruitment Section, P/Bag X9013, East London OR hand deliver at: Moore Street, Block E Ocean Terrace Quigney, East London, 5211 OR you can email your application to ECHRM@dcs.gov.za. Contact persons: Ms Myataza Z (043) 706 7866/ Ms Mgugudo N (043) 706 7882

Free State and Northern Cape Region: The Regional Commissioner Free State and Northern Cape, Recruitment Section, P/Bag X20530, Bloemfontein, 9300 or hand deliver at: 103 Zastron Street, Agrimed Building, Bloemfontein, 9300 or you can email your application to FSNCHRM@dcs.gov.za. Contact persons: Ms Mokuni NJ/ Ms Molutsoane N/ Ms. Ramncwana B/ Ms Radebe T

Gauteng Region: The Regional Commissioner Gauteng, Recruitment Section, P/Bag X393, Pretoria, 0001 or hand deliver at: 1077 Forum East Building, Arcadia Street, Hatfield or you can email your application to GPHRM@dcs.gov.za. Contact persons: Mr Masango SS (012) 420 0173/ Ms Feni SAP (012) 420 0173/ (012) 420 0179.

National Head Office: Department of Correctional Services, Post Advertisement Section, Private Bag X136, Pretoria, 0001 or hand deliver at: 124 WF Nkomo Street, Poyntons Building, Cnr WF Nkomo and Sophie De Bruyn Street, Pretoria, 0001 (Previous: Cnr Church and Schubart Street) or you can email your application to NationalOfficeHRM@dcs.gov.za. Contact persons: Ms NS Khumalo (012) 305 8589.

KwaZulu Natal Region: The Regional Commissioner: Kwa-Zulu Natal, Recruitment Section, P/Bag X9126, Pietermaritzburg, 3201 or hand deliver at: Correctional Services, Eugene Marais Road, Napierville, Pietermaritzburg, 3201 OR you can email your application to KZNHRM@dcs.gov.za. Contact persons: Mr Singh M (033) 355 7380/ Ms Zuma NI (033) 033 355 7367.

Limpopo, Mpumalanga And North West Region: The Regional Commissioner Limpopo, Mpumalanga & North West, Recruitment Section, P/Bag X142, Pretoria, 0001 OR hand deliver at: Cnr Johannes Ramokhoase (Proes) & Paul Kruger Street, 196 Masada Building, 09th Floor, Pretoria, 0001 OR you can email your application to LMNHRM@dcs.gov.za. Contact persons: Mr Buthelezi Z (012) 306 2037/ Ms Nomvela PM (012) 306 2033/ Ms Lekhuleni TD (012) 306 2034.

Western Cape Region: The Regional Commissioner Western Cape, Recruitment Section, P/Bag X14, Goodwood, 7459 or hand deliver at: Peninsula Drive, Monte Vista, 7460 OR you can email your application to WCHRM@dcs.gov.za. Contact persons: Ms NA Mdladlamba (021) 550 6014 / Ms A Reddy (021) 559 7929 / Mr S Sikisazane (021) 558 0108 / Ms NC Sotvibi (021) 558 0518.

CLOSING DATE 05 December 2025 @ 15h45. It is the sole responsibility of an applicant to ensure that their application reaches DCS before the closing date.

NOTE

Candidates must comply with the minimum appointment requirements. CV's should be aligned to reflect one's degree of compliance with the advert requirements and responsibilities. Kindly Indicate The reference number on the subject line for emailed applications. The Department of Correctional Services reserves the right not to fill any of these advertised posts. All costs associated with an application will be borne by the applicant. The Department of Correctional Services is an equal opportunity employer. The Department will take into consideration the objectives of Section 195 (1) (i) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) and the Employment Equity Act, 1998 (Act 55 of 1998) in filling of these vacancies. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. In support of this strategy, applicants need to indicate race, gender and disability status on the application form/CV. Applicants who have retired from the Public Service with a specific determination that they cannot be re-appointed or have been declared medically unfit will not be considered. Please take note that correspondence will only be conducted with the shortlisted candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application is unsuccessful. Please do not call the department to enquire about the progress of your application. Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records verification. Appointment will be provisional, pending the issue of a security clearance. If you cannot get a security clearance, your appointment will be re-considered/possibly terminated. Fingerprints may be taken on the day of the interview. Applications: Applications must be submitted on the Z83 form (Public Service application form) obtainable from any Public Service department and must be completed in full. Only a detailed CV should be attached to your application form. Only shortlisted candidates will be required to submit certified copies not older than 6 months of qualifications and other related documents on or before the day of the interview. Please send a complete application for the post you apply for on a pdf format, stating the correct reference for the position you are interested in. Requirement for valid driver's licence is not applicable to applicants with a disability. A pre-entry certificate from the National School of Government (NSG) is required for SMS posts prior to appointment. The full details of the SMS preentry course are obtainable on: http://www.thensg.gov.za/training course/smspre-entry-programme/. All shortlisted candidates for SMS will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competencybased assessment). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Kindly indicate the reference number on the subject line for emailed applications.

OTHER POSTS

POST 43/04 : DEPUTY COMMISSIONER IT INFRASTRUCTURE MANAGEMENT REF

NO: HO 2025/11/11

SALARY : R1 521 414 per annum, (all-inclusive package)

CENTRE : National Head Office

REQUIREMENTS:
An undergraduate qualification (NQF level 7) as recognised by SAQA in Computer Science/Information Technology or equivalent. Five [5] years'

experience at senior managerial level in a similar environment. A certificate for entry into the Senior Management Services (SMS) obtained from the National School of Government (NSG) should be submitted prior to appointment. Computer literacy. Valid driver's licence. Required Knowledge: Understanding of Public Service Policy and related legislative framework (Public Service Act and Regulations, SITA Act and Regulations and Public Finance Management Act). Understanding of System Development Life Cycle (SDLC), Information Technology Infrastructure Library (ITIL) and Control Objectives for Information and Related Technologies (COBIT). Competencies and Attributes: Demonstrable experience of designing and deploying large scale project i.e. Data Centre environments, VPN, VOIP, Video Conferencing, Security Technology etc. Competency in design and deployment of virtual infrastructures including the supporting networking, storage, backup and management. Project management. Strategic capability and leadership. Service delivery innovation. Client orientation and customer focus. Financial management. Change management. People management and empowerment. Programme and project management. Communication skills (verbal and written). Problem solving and decision making. Transformation management. Influencing and impact. Policy development, facilitation, conflict management and conceptual skills. Diversity management. Negotiation skills. Confidentiality. Interpersonal relations and time management. Accountability. Diplomacy and tact. Policy development and implementation. Good corporate governance

principles.

DUTIES : Provide direction in planning, designing and managing the IT Infrastructure and

Security Technology functions within the department. Install and accredit solutions and changes assessing technical requirements and developing relevant IT Infrastructure solutions (Surveillance, VPN, VOIP and Video) conferencing. Plan and manage performance and capacity of IT resources to ensure that cost justifiable capacity and performance are available to process agreed workloads. Develop and maintain IT security roles and responsibilities, policies, standards and procedures. Manage the IT infrastructure vendors and State Information Technology Agency (SITA) to ensure successful fulfilment of service level agreements. Provide leadership and strategic direction within the Chief Directorate. Manage the development, implementation and monitoring of applicable policies. Management of human resources, finances and assets.

Management of performance information.

ENQUIRIES: National Head Office: Ms N Khumalo Tel No: (012) 305 8589/ (012) 307 2174

NOTE : Appointment under the Correctional Services Act.

POST 43/05 : DIRECTOR: AREA COMMISSIONER REF NO: HO 2025/11/12

SALARY : R1 289 127 per annum, (all-inclusive package)

CENTRE : Gauteng region: Leeuwkop

REQUIREMENTS: An undergraduate qualification (NQF level 7) as recognized by SAQA in Public

Administration/LLB/Criminology/Criminal Justice/Social Sciences or equivalent qualification. [5] years' experience at a middle management/senior managerial level. A certificate for entry into the Senior Management Services (SMS) obtained from the National School of Government (NSG) should be submitted prior to appointment. Computer literate. Valid driver's licence. Required Knowledge: Understanding of the dynamics of the Justice Cluster. Understanding of public service policy and related legislative framework (Public Service Act and Regulations, Public Finance Management Act [PFMA], with emphasis on the Correctional Service Act 111 of 1998 as amended). Relevant experience in regulatory framework governing public service planning processes. Extensive experience in collective bargaining mechanisms and traceable experience in ensuring efficient and effective human resource management. In-depth knowledge and experience of the human resources legislation and regulatory framework. Competencies And Attributes: Strategic capability and leadership. Service delivery innovation. Client orientation and customer focus. Financial management. Change management. People management and empowerment. Programme and project management. Communication skills (verbal and written). Problem solving and decision making. Transformation management. Influencing and impact. Policy development, facilitation, conflict management and conceptual skills. Diversity management. Negotiation skills. Confidentiality. Interpersonal relations and time management. Accountability. Diplomacy and tact. Policy development and

implementation. Good corporate governance principles.

DUTIES : Responsibilities: Oversee the effective functioning of incarceration and

corrections, parole boards, corporate services, development programmes, care services, correctional centres and community corrections within the management area. Oversee the administration of security systems/programmes including comprehensive risk assessments and programmes to ensure safety. Ensure the implementation and adherence to policies and procedures within the management area. Establish and maintain effective relationships with key stakeholders within the geographical location of the management area. Effective management of court appearance of remand detainees. Management of the operational risks within the management area. Promotion of social responsibility and development of all of-fenders and parolees subjected to community corrections. Management of performance

information. Management of human resource, finance and assets.

ENQUIRIES : National Head Office: Ms N Khumalo Tel No: (012) 305 8589/ (012) 307 2174

NOTE : Appointment under the Correctional Services Act.

POST 43/06 : DEPUTY DIRECTOR: CRIMINOLOGY (PRINCIPAL CRIMINOLOGIST) REF

NO: HO 2025/11/13

SALARY R896 436 per annum, (all-inclusive package)

CENTRE : National Head Office: Directorate: Risk Profile Management

REQUIREMENTS

Recognised Master's degree (NQF level 9) in Criminology. 3-5 years relevant experience on entry middle management level or similar environment. Background in working in a behavioural assessment environment. Computer literate. Valid driver's licence. Competencies And Attributes Negotiation, communication, analytical and report writing skills. Knowledge and ability to conduct research. Facilitation and training skills. Project, programme and change management. Coaching and mentoring. Problem solving, decision making and analysis. People management and empowerment. In depth understanding of safety and security in a correctional environment. Understanding of public service policy, correctional services act and legis-lative framework. Confidentiality, integrity and honesty. Diplomacy, tactful and assertiveness. Service delivery and client orientation. Influence and impact. Networking/liaison with stakeholders. Willingness to travel. diplomacy.

DUTIES :

Develop policies, frameworks and standard operational procedures for provision of criminological services in the organization within his/her power of authority. Assist in the design, development and implementation of monitoring systems, performance indicators and frameworks for all criminological programs. Liaise and consult relevant stakeholders for development of appropriate relevant policies to enhance provision of criminological services in the DCS. Develop and manage instruments to measure the offenders risk level/rating during admission and before consideration for placement. Develop a behaviour analysis tool to assess offending behaviour towards an offender's risk profile. Develop instrument/s to assess the security risks posed by offenders to the community, correctional officers and other correctional clients. Develop an instrument to identify and assess vulnerable offenders. Quality assurance of criminological reports submitted to the National Council for Correctional Services (NCCS). Manage and control criminological reports submitted to the NCCS. Develop and manage templates for reports. Coordinate and analyse submission of criminological reports for specific category of offenders. Develop training manuals for criminologist in collaboration with human resource development and DCS partners. Coordinate and facilitate training on criminological services. Assist with identification of research topics to improve provisioning of criminological services in the DCS. Liaise with other relevant stakeholders and benchmark on the role of criminologists in a corrections environment. Facilitate research on best practices in the area of risks assessment instruments. Facilitate research projects on risks posed by offenders to the community, correctional officers and other correctional clients. Monitor and analyse crime patterns and trends in order to inform the development of crime prevention strategies and policies. Strategic and operational planning of the criminological services in the department. Contribute in the development of the strategic plan for provision of criminological services in the DCS. Develop the operational plans of the sub directorate criminological services. Develop performance indica-tors to support implementation of criminological services in the DCS. Provide support to the regions on the implementation of criminological services. Decision making in order to move the sub-directorate in the direction of the directorates' mission and goals. Advocate and support the multidisciplinary team approach and contribute towards attainment of the DCS mandate objectives. Management of performance information, finances, human resources and assets.

ENQUIRIES: National Head Office: Ms N Khumalo Tel No: (012) 305 8589/ (012) 307 2174

NOTE : Appointment under the Public Service Act.

POST 43/07 : ASSISTANT DIRECTOR: CRIMINOLOGIST

SALARY: R582 444 per annum

CENTRE : Gauteng Region Ref No: GP 2025/11/01

KwaZulu-Natal Region Ref No: KZN 2025/11/01

Limpopo, Mpumalanga and North West Region Ref No: LMN 2025/11/01

Eastern Cape Region Ref No: EC 2025/11/01 Western Cape Region Ref No: WC 2025/11/01

Free State and Northern Cape Region Ref No: FSNC 2025/11/01

REQUIREMENTS : Recognised Master's degree (NQF level 9) in Criminology. 6-10 years relevant

or related experience. Background in working on behavioural assessment/profiling in the corrections/justice cluster will be an added advantage. Computer literate. Valid driver's licence. Competencies And Attributes In depth understanding of safety and security in a correctional environment. Communication, negotiation, analytical and report writing skills.

Project and programme management. Problem solving, decision making and analysis. Change, stakeholder and people management. Confidentiality, integrity and honesty. Diplomacy, tactful and assertiveness. Ability to network. Resilient, influence and impact. Good communication, report writing, research and development skills.

DUTIES

Conduct risk assessment. Render induction assessment of high risk/high profile individuals to assess pattern of actions, demographics and motivation as well as other crime characteristics. Render risk management assessment to assess problematic and deficit areas and refer for professional intervention. Pre-parole assessment to assess progress of rehabilitation and risks and predictors for reoffending. Conduct behavioural assessment research. Interact with offenders to understand their criminal behaviour and determine their offending history and future risk of offending. Analyse and advise on criminality/risk behaviour occurring inside the management area. Compile data and form intact reports on crime/criminal related behaviours. Interview offenders to determine the effects of rehabilitation programmes and readiness for parole in terms of their risk for reoffending. Compilation and pro-vision of profile/criminologist report to Case Management Committees (CMC) /Correctional Supervision and Parole Boards (CSPB) to enhance decision making process. Identify problematic criminal behaviour and recommend referral to professionals. Apply wide range of theories and scientific academic literature to explain criminal behaviour. Assist in compilation and quality checking of profiles (G326) prior to submission to the CSPB. Contribute in the development, compilation and implementation of the criminogenic risk assessment/profiling tools for offenders. Identify shortfalls in the assessment, classification and profiling of offenders. Conduct research and assist criminologist sub directorate to improve offender risk profiling tools. Develop remedial action in addressing shortfalls identified. Provide orientation and capacity building of correctional assessment officials and other officials in the area of work to improve offender risk assessment and profiling practice. Conduct research in respect of all assessment tools. Promote criminological activities and awareness. Plan and organize awareness campaigns. Cre-ate and develop information leaflets. Research the effects of gangsterism within correctional facilities. Liaise with relevant DCS officials, professional officials and external stakeholders with regard to criminological theories, recidivism risks and patterns. Promote partnerships with communities and NGO's to promote successful integration. Management of performance information, finances, human resources and assets.

ENQUIRIES

Gauteng Region: Mr Masango SS Tel No: (012) 420 0173/ Ms Feni SAP (012)

420 0173/ (012) 420 0179.

Free State and Northern Cape Region: Ms Mokuni NJ / Ms Molutsoane N/ Ms

Radebe T/ Ms. Ramncwana B Tel No: (0823069027)

Limpopo, Mpumalanga and North West Region: Mr Buthelezi Z Tel No: (012) 306 2037/ Ms Nomvela PM (012) 306 2033/ Ms Lekhuleni TD (012) 306 2034. Eastern Cape Region: Ms Myataza Z Tel No: (043) 706 7866/ Ms Mgugudo N (043) 706 7882.

KwaZulu Natal Region: Mr Singh M Tel No: (033) 355 7380/ Ms Zuma NI (033)

033 355 7367.

Western Cape Region: Ms NA Mdladlamba Tel No: (021) 550 6014 / Ms A Reddy (021) 559 7929 / Mr S Sikisazane (021) 558 0108 / Ms NC Sotyibi (021)

558 0518.

NOTE : Appointment under the Public Service Act.

POST 43/08 : ASSISTANT DIRECTOR: OCCUPATIONAL HEALTH AND SAFETY

PRACTITIONER

SALARY : R468 459 per annum

CENTRE : Gauteng Region: Leeuwkop Ref No: GP 2025/11/02

Kgosi Mampuru II Ref No: GP 2025/11/03 Bavianspoort Ref No: GP 2025/11/04 Zonderwater Ref No: GP 2025/11/05 Johannesburg Ref No: GP 2025/11/06 Boksburg Ref No: GP 2025/11/07 Modderbee Ref No: GP 2025/11/08 Krugersdorp Ref No: GP 2025/11/09

KwaZulu-Natal Region: Pietermaritzburg Ref No: KZN 2025/11/02

Durban Ref No: KZN 2025/11/03

Empangeni Ref No: KwaZulu 2025/11/04 Waterval Ref No: KZN 2025/11/05 Ncome Ref No: KZN 2025/11/06 Glencoe Ref No: KZN 2025/11/07 Kokstad Ref No: KZN 2025/11/08

Limpopo, Mpumalanga and Northwest Region: Polokwane Ref No: LMN

2025/11/02

Barberton Ref No: LMN 2025/11/03 Bethal Ref No: LMN 2025/11/04 Klerksdorp Ref No: LMN 2025/11/05 Rooigrond Ref No: LMN 2025/11/06 Rustenburg Ref No: LMN 2025/11/07 Thohoyandou Ref No: LMN 2025/11/08 Witbank Ref No: LMN 2025/11/09

Eastern Cape Region: St Albans Ref No: EC 2025/11/02

Amatole Ref No: EC 2025/11/03 Kirkwood Ref No: EC 2025/11/04 East London Ref No: EC 2025/11/05 Sada Ref No: EC 2025/11/06 Mthatha Ref No: EC 2025/11/07

Western Cape Region Pollsmoor Ref No: WC 2025/11/02

Drakenstein Ref No: WC 2025/11/03 Brandvlei Ref No: WC 2025/11/04 Allandale Ref No: WC 2025/11/05 Goodwood Ref No: WC 2025/11/06 Southern Cape Ref No: WC 2025/11/07 West Coast Ref No: WC 2025/11/08 Voorberg Ref No: WC 2025/11/09 Overberg Ref No: WC 2025/11/10 Breede River Ref No: WC 2025/11/11

Free State and Northern Cape Region: Groenpunt Ref No: FSNC 2025/11/02

Grootvlei Ref No: FSNC 2025/11/03 Colesberg Ref No: FSNC 2025/11/04 Kimberley Ref No: FSNC 2025/11/05 Upington Ref No: FSNC 2025/11/06 Goedemoed Ref No: FSNC 2025/11/07 Bizzah Makhate Ref No: FSNC 2025/11/08

REQUIREMENTS

Recognised National Diploma /Degree in Safety Management or equivalent qualification. 3- 5 years' supervisory experience in an occupational health and safety environment. Computer literate. Valid driver's licence. Competencies and Attributes: Knowledge of COID, OHS Act, Occupational Health and Safety policy and processes framework, HR Mandates regarding employee occupational health and safety and Public Service Regulations. Knowledge of collective Agreements with regard to employee occupational health and safety. Information collection, analyses, interpretation, dissemination with regard to performance assessment policies regulations and acts. Knowledge of Basic Conditions of Employment Act, DCS Financial Policy regarding claims, expenditure, advances, payments, invoices, etc; Project management principles. PFMA - compilation of budgets, estimation, expenditure & reporting. The ability to access and interpret required management information. Good communication, presentation, decision making and problem-solving skills. Networking / liaison with stakeholders. Policy development, analysis, monitoring, evaluation and implementation.

DUTIES

Facilitate the implementation of OHS as incorporated in the Integrated Employee Health and Wellness (IEHW) policy and procedure. Disseminate the OHS and COID Acts. Display and post OHS and COID SHERQ policy statement in a prominent place. Conduct awareness in terms of the act. Orientate OHS Area Coordinators. Monitor compliance of occupational health and safety in terms of COID Acts within the management area. Conduct OHS and COID inspections. Conduct OHS and COID audits in the management area. Monitor and facilitate the appointment and training of OHS committee representatives within the management area. Act a secretariat to all OHS Committee meetings and provide advice. Ensure effective functioning of all the level one and two OHS committees' meetings. Check the availability IOD registers. Ensure that incidents in the management area are reported to the management area office and head office within the prescribed time frames. Establish partnership with local hospitals and medical practitioners and ensure

that all medical accounts are handled. Review OHS inspection tool timeously. Monitor and promote corporate culture of safety, health, environment, risk and quality (SHERQ) in the management area. Facilitate the implementation of SHERQ. Ensure effective functioning of all the level one and two OHS committees' meetings. Monitor the activities of mandatory contractors during the construction period and contracted workers. Ensure a waste management plan is available. Evaluate contractor's safety files and monitor compliance thereof. Conduct OHS and COID awareness programmes. Identify training needs for OHS Statutory. Facilitate the refresher training of the OHS Statutory training. Ensure that all the Section 24, OHS incidents and accidents are investigated and reported to the department of Labour. Monitor effective reporting and administration of COID and medical accounts claims. Facilitate the implementation of corrective measure in order to mitigate SHERQ risks. Facilitate risk assessment with the affected party. Conduct hazard identification and risk assessment. Ensure that the recommendations of the risk assessments are implemented in the management areas. Ensure all control measures are in place. Facilitate the provisions of medical assertive devices to affected employees due to injury on duty. Monitor the implementations of processed corrective measures following inspections and audits in the management area. Ensure that occupational hygiene surveys are conducted. Ensure medical examination is conducted for officials working at the hazardous areas. Maintain and review the risk register. Submit inspection and audit reports to the supervisor and to head office. Coordinate and facilitate emergency preparedness plan and response procedure within the management area. Ensure the availability of approved emergency evacuation procedures of the work areas. Ensure that evacuation drills are conducted. Ensure all signage's are installed. Ensure emergency evacuation is approved by the municipality. Ensure availability of first aid boxes, service fire extinguishers and fire hose rails in the designated areas. Ensure the assembly point is identified with a signage in a conspicuous area.

ENQUIRIES

Gauteng Region: Mr Masango SS (012) 420 0173/ Ms Feni SAP (012) 420 0173/ (012) 420 0179.

Free State and Northern Cape Region: Ms Mkuni NJ / Ms Molutsoane N/ Ms Radebe T/ Ms. Ramncwana B (082) 3069027)

Limpopo, Mpumalanga and North West Region: Mr Buthelezi Z (012) 306 2037/ Ms Nomvela PM (012) 306 2033/ Ms Lekhuleni TD (012) 306 2034.

Eastern Cape Region: Ms Myataza Z (043) 706 7866/ Ms Mgugudo N (043)

KwaZulu Natal Region: Mr Singh M (033) 355 7380/ Ms Zuma NI (033) 033 355 7367.

Western Cape Region: Ms NA Mdladlamba (021) 550 6014 / Ms A Reddy (021) 559 7929 / Mr S Sikisazane (021) 558 0108 / Ms NC Sotyibi (021) 558

NOTE Appointment under the Public Service Act.