

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.

CLOSING DATE	:	13 May 2026
<u>NOTE</u>	:	<p>All applications must be submitted to the relevant Recruitment Response E mails stated below. 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). 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. All applications must reach the NPA on/or before the closing date. No late applications will be accepted/processed. 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 applications to enquire if your application(s) have been received. If you have not received an acknowledgement of receipt within one week after the closing date, then you can contact the NPA. The NPA reserves the right not to fill any particular position. If you do not hear from us within (6) six months from the closing date of the advert, please accept that your application was unsuccessful. Successful candidates will be subjected to a security clearance of at least confidential. Appointment to this position will be provisional, pending the issue of security clearance. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be accessed as part of the verification process. A valid driver's license will be a requirement where applicable. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments which are, a practical exercise and an integrity (ethical conduct) assessment. SMS posts 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 NPA. 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.</p> <p>ERRATUM: Kindly take that the post of Administrative Officer – OWP: Head Office with Ref No: Recruit 2026/99 advertised in Public Service Vacancy Circular 11 dated 27 March 2026 is hereby withdrawn.</p>

MANAGEMENT ECHELON

- POST 14/31** : **CHIEF FORENSIC ACCOUNTANT REF NO: RECRUIT 2026/112**
National Prosecution Services.
- SALARY** : R1 266 714 per annum (Level 13), (total cost package)
CENTRE : Head Office
REQUIREMENTS : An appropriate B -degree (NQF level 7) in Accounting / Forensic Accounting or equivalent qualification. At least ten (10) years' post experience qualification in Audit, Forensic Accounting or Financial Investigations of which five (5) should be at middle / senior managerial level in a legal/investigative/financial environment related to investigations, financial crime or forensic accounting. Membership or certifications with professional bodies will be an added advantage. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Experience in public sector investigations, litigation and support and providing expert witness testimony. Strong analytical and investigative skills, proficiency in accounting software and data analysis tools. Administration skills. Communication written and verbal. Planning and organizing skills. Customer focus and responsiveness. Problem solving and decision-making skills. Computer skills, such as MS Word, MS Excel, MS Outlook, MS PowerPoint, etc. Ability to work independently and manage multiple projects and strong ethical standards and integrity are required. Attention to detail and high level of accuracy. Knowledge of civil and /or criminal procedure. Able to work extended hours and travel around the country. A valid driver's license.
- DUTIES** : Oversee the implementation of investigation and prosecution plans in respect of financial investigations. Provide guidance to and supervise Forensic Accountants. Leading and management of complex financial investigation, managing teams and providing support and technical advice to prosecutors in the SCCU. Manage and coordinate quality financial investigations. Ensure accuracy and reliability of analysed financial data and safekeeping thereof. Ensure completion and achievements of investigation priorities based on technical and operational targets. Manage internal and external stakeholder relations in financial investigations. Oversee the development of new technologies and methodologies in financial investigations.
- ENQUIRIES** : Bonakele Jali Tel No: (012) 845 6395
APPLICATIONS : e mail: Recruit2026112@npa.gov.za

OTHER POSTS

- POST 14/32** : **DEPUTY DIRECTOR OF PUBLIC PROSECUTIONS REF NO: RECRUIT 2026/111 (X2 POSTS)**
Specialised Commercial Crime Unit
- SALARY** : R1 563 183 per annum (Level 14), (total cost package)
CENTRE : Pretoria
REQUIREMENTS : 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. 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 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 ensure that the regional offices meet targets, 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 meet with relevant stakeholders on a regular basis in order to effectively execute the mandate of SCCU.

- ENQUIRIES** : Lerato Rakale Tel No: (012) 351 6756
APPLICATIONS : e mail: Recruit2026111@npa.gov.za
- POST 14/33** : **SENIOR PUBLIC PROSECUTOR**
National Prosecutions Service
- SALARY** : R1 242 915 – R1 934 208 per annum (CM-1), (total cost package)
CENTRE : CPP: Vaal Rand (Vanderbijlpark) Ref No: Recruit 2026/113
CPP: Bloemfontein Ref No: Recruit 2026/114
CPP: Bloemfontein (Thaba-Nchu) Ref No: Recruit 2026/115
CPP: Pretoria Ref No: Recruit 2026/116
- REQUIREMENTS** : 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 sheets and complex court documents. Ability to act independently without constant supervision. Must have good administrative skills.
- DUTIES** : 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.
- ENQUIRIES** : CPP: Vaal Rand (Vanderbijlpark) Motshabi Malabi Tel No: (012) 351 6864
CPP: Bloemfontein & CPP: Bloemfontein (Thaba-Nchu) Lemmer Ludwick Tel No: (051) 410 6001
CPP: Pretoria Godfrey Ramakuela Tel No: (012) 351 6808
- APPLICATIONS** : CPP: Vaal Rand (Vanderbijlpark) e mail: Recruit2026113@npa.gov.za
CPP: Bloemfontein e mail: Recruit2026114@npa.gov.za
CPP: Bloemfontein (Thaba-Nchu) e mail: Recruit2026115@npa.gov.za
CPP: Pretoria e mail: Recruit2026116@npa.gov.za
- POST 14/34** : **SENIOR STATE ADVOCATE REF NO: RECRUIT 2026/117**
Specialised Commercial Crime Unit
- SALARY** : R1 242 915 - R1 934 208 per annum (LP-9), (total cost package)
CENTRE : Mmabatho
- REQUIREMENTS** : 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. Admission as advocate or attorney will be an added advantage. 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. High level of proficiency in prosecuting and presenting/arguing cases in court. Experience in guiding criminal investigations and giving instructions in law and statutory offences. Interpersonal skills. Good knowledge of civil and/or criminal procedure. Good advocacy, well developed skills in legal research and legal drafting skills. Knowledge of PFMA, MFMA and money laundering matters. Strong computer skills and knowledge of programs in MS Word, Excel, Outlook and PowerPoint. Written and verbal communication skills. Ability to work independently. Valid driver's licence.

DUTIES : Conduct prosecution on behalf of the State on Serious, complex and organised crime cases, corruption and money laundering matters. Advise the police on the investigation of serious, complex organised crime cases and cyber related matters. Conduct legal research and keep up to date with legal developments. Draft charge sheets and other court documents and represent the State in all courts. Draft heads of arguments and argue appeals. Present cases in court, lead witnesses, cross examine and address the court on conviction and sentence. Appear in motion proceedings and also do appeals and reviews. Generally, conduct prosecution on behalf of the State. Manage performance assessment, mentor and guide work of Junior Advocates. Offers skills transfer to lower court prosecutors and investigating officers. Perform ad hoc duties incidental to middle management services regionally.

ENQUIRIES APPLICATIONS : Flora Kalakosi Tel No: (018) 381 9041
: e mail: Recruit2026117@npa.gov.za

POST 14/35 : **SENIOR STATE ADVOCATE REF NO: RECRUIT 2026/118 (X2 POSTS)**
National Prosecutions Service

SALARY CENTRE REQUIREMENTS : R1 242 915 – R1 934 208.per annum (LP-9), (total cost package)
: DPP: Pretoria
: 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.

DUTIES : 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.

ENQUIRIES APPLICATIONS : Godfrey Ramakuela Tel No: (012) 351 6808
: e mail: Recruit2026118@npa.gov.za

POST 14/36 : **SENIOR FORENSIC DATA CASE ANALYST REF NO: RECRUIT 2026/119**
Investigating Directorate Against Corruption
Re-advert

SALARY CENTRE REQUIREMENTS : R1 101 468 per annum (MMS Level 12), (total cost package)
: Pretoria: Head office
: An appropriate B Degree (NQF level 7) Computer Science/ Information Systems/ Statistics/ Forensic Science/ Forensic Accounting/ Policing/ Criminology or related qualification with specialization in data analysis and / or forensic investigations. Minimum of five (5) years' experience in a legal/investigative/financial environment in roles related to investigations, financial crime, forensic accounting or compliance. Vocational training in Anti-Corruption and financial crime/ anti-money laundering/ corruption investigation techniques/ data analysis tools/ cybersecurity/ Digital forensics. Certified Fraud Examiner (CFE), Certified Data Analyst (CDA), Certified Information System Auditor (CISA), Certified Anti-Money Laundering Specialist (CAMS) or other Data Science and Analytics certifications. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Excellent written and verbal communication skills, innovative and proactive. General management and project management Skills. Strategic capability and leadership. People management and empowerment. Customer service and responsiveness. communication skills. Planning and prioritising. Research skills and administration skills.

DUTIES : Facilitate the planning and implementation of data analysis and research. Monitor the collection of data and management thereof. Manage/ conduct quality analysis to support investigation and prosecution of crimes. Undertake

		the compilation and presentation of investigative report. Manage and develop staff.
<u>ENQUIRIES</u>	:	Matodzi Makhari Tel No: (012) 845 6012
<u>APPLICATIONS</u>	:	e mail: Recruit2026119@npa.gov.za
<u>POST 14/37</u>	:	<u>REGIONAL COURT CONTROL PROSECUTOR</u> National Prosecutions Service
<u>SALARY</u>	:	R1 074 222 - R1 742 772 per annum (Level SU-3), (total cost package)
<u>CENTRE</u>	:	CPP: Bloemfontein (Phuthadijhaba) Ref No: Recruit 2026/120 (Re-advert) CPP: Pretoria (Soshanguve) Ref No: Recruit 2026/132
<u>REQUIREMENTS</u>	:	An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least six (6) years post qualification legal experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Good management skills. Must have the ability to act independently or within minimum supervision. Proficiency in prosecuting, guiding investigation and giving instructions in complex or more difficult common law and statutory offences in Regional and District Court. Draft complex charge sheets and complex court documents. Good management skills. Must manage, give guidance and train prosecutors.
<u>DUTIES</u>	:	Manage, train and give guidance to and train 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 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 NPA. Assist the Senior Public Prosecutor with the performance assessment of staff. Perform general administrative duties of the office. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system.
<u>ENQUIRIES</u>	:	CPP: Bloemfontein (Phuthadijhaba) Lemmer Ludwick Tel No: (051) 410 6001
<u>APPLICATIONS</u>	:	CPP: Pretoria (Soshanguve) Motshabi Malabi Tel No: (012) 351 6864 CPP: Bloemfontein (Phuthadijhaba) e mail: Recruit2026120@npa.gov.za CPP: Pretoria (Soshanguve) e mail: Recruit2026132@npa.gov.za
<u>POST 14/38</u>	:	<u>STATE ADVOCATE REF NO: RECRUIT 2026/121 (X3 POSTS)</u> National Prosecutions Service
<u>SALARY</u>	:	R970 221 - R1 600 893 per annum (Level LP- 7 to LP-8), (total cost package)
<u>CENTRE</u>	:	DPP: Gauteng Local Division (STU)
<u>REQUIREMENTS</u>	:	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. At least five years relevant criminal court work experience in advocacy and drafting. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Extensive prosecutorial or litigation experience with regard to common law offences such as fraud, theft, forgery and uttering, commercial crimes and related matters. Proficiency in prosecuting, guiding investigations in complex or more difficult matters, including commercial matters. Knowledge of income Tax Act, Vat Act, Customs and Excise Act. Knowledge and understanding of SARS functions and financial or accounting background. Interpersonal skills, Written and verbal communication skills. Administrative skills. Able to work extended hours. Drafting charge sheets, indictments and court documents, dealing with representations. Valid driver's licence.
<u>DUTIES</u>	:	Study case dockets, make assessments thereof and decide on the institution of prosecution. Deal with any representations. Guide investigations in complex or more difficult tax matters, including commercial matters. Prepare cases for court, including the acquisition of additional evidence and draft charge sheets, indictments, and court documents. Present the State's case in court, lead and cross examine witnesses, address the court on inter alia, conviction and sentence. Manage court and case flow management of cases independently. Study and deal with appeals and reviews. Prepare opinions and heads of argument for complex matters and argue cases in the appropriate court. Appear in court in motion application pertaining to criminal matters and general conduct prosecutions on behalf of the state. Mentor and guide investigating officers, prosecutors, and stakeholders. Assist in keeping proper records,

statistics, and reports. Assist in high profile tax matters or matters where an increased risk element is present. Manage any portfolio assigned by the Deputy Director managing the STU. Consult on a regular basis with all the relevant stakeholders, including SARS officials. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in criminal justice system.

ENQUIRIES : Khensane Manganye Tel No: (011) 220 4266
APPLICATIONS : e mail: Recruit2026121@npa.gov.za

POST 14/39 : **STATE ADVOCATE REF NO: RECRUIT 2026/122**
Asset Forfeiture Unit

SALARY : R970 221 - R1 600 893.per annum (Level LP- 7 to LP-8), (total cost package)
CENTRE : Nelspruit
REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least five (5) 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. Professional and able to work independently. Willing to travel and able to work extended hours. Excellent communication skills. Well-developed skills in legal drafting and advocacy. Good knowledge of Asset Forfeiture Law will be an added advantage. Excellent interpersonal, analytical and presentation skills. Strong computer skills and knowledge of MS Word, Excel, Outlook and PowerPoint. Literacy and numeracy. Valid driver's license.

DUTIES : Civil litigation on behalf of the State regarding all aspects of freezing of property and obtaining final forfeiture confiscation orders. Liaise with prosecutors on cases with asset forfeiture potential. Draft and present asset forfeiture applications in all courts. Train prosecutors and investigators in the use of Asser Forfeiture Law. Keep up to date with legal developments.

ENQUIRIES : Selinah Moloto Tel No: (012) 845 6486
APPLICATIONS : e mail: Recruit2026122@npa.gov.za

POST 14/40 : **SENIOR FINANCIAL INVESTIGATOR REF NO: RECRUIT 2026/123**
Asset Forfeiture Unit

SALARY : R932 292 per annum (MMS Level 11), (total cost package)
CENTRE : Cape Town (George)
REQUIREMENTS : An appropriate B -degree (NQF 7) or Three (3) year Diploma (NQF 6) in one of the following: Forensic Investigations, Forensic Auditing, Criminal Investigation or equivalent. Certified Fraud Examiner will be an added advantage. Minimum Five (5) years' experience in financial investigation. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Strategic capability and leadership. General management skills. People Management and Empowerment skills. 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 : Joyce Marogoa Tel No: (012) 845 6700
APPLICATIONS : e mail: Recruit2026123@npa.gov.za

POST 14/41 : **DISTRICT COURT CONTROL PROSECUTOR**
National Prosecutions Service

SALARY : R655 854 - R1 508 337 per annum (Level SU-1 to SU-2), (total cost package), (excluding benefits)
CENTRE : CPP: Pretoria Ref No: Recruit 2026/124
CPP: Klerksdorp (Potchefstroom) Ref No: Recruit 2026/125

<u>REQUIREMENTS</u>	:	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 in Regional court. Good interpersonal skills. Good analytical skills. Good presentation skills. Good project management skills. Valid driver's licence.
<u>DUTIES</u>	:	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. 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.
<u>ENQUIRIES</u>	:	CPP: Pretoria Motshabi Malabi Tel No: (012) 351 6864 CPP: Klerksdorp (Potchefstroom) Flora Kalakgosi Tel No: (018) 381 9041
<u>APPLICATIONS</u>	:	CPP: Pretoria e-mail: Recruit2026124@npa.gov.za CPP: Klerksdorp (Potchefstroom) e-mail: Recruit2026125@npa.gov.za
<u>POST 14/42</u>	:	<u>REGIONAL COURT PROSECUTOR</u> National Prosecutions Service
<u>SALARY</u>	:	R655 854 - R1 508 337 per annum (Level LP-5 to LP-6), (total cost package), (excluding benefits)
<u>CENTRE</u>	:	CPP: Odi (Bafokeng) Ref No: Recruit 2026/126 CPP: Pretoria Ref No: Recruit 2026/127 CPP: Vaal Rand (Tsakane) Ref No: Recruit 2026/128 CPP: Vaal Rand (Sebokeng) Ref No: Recruit 2026/129 CPP: Vaal Rand (Spring) Ref No: Recruit 2026/130 CPP: Vaal Rand (Vereeniging) Ref No: Recruit 2026/131
<u>REQUIREMENTS</u>	:	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 in regional court. Good interpersonal skills. Good analytical skills. Good presentation skills. Good project management skills. Valid driver's licence.
<u>DUTIES</u>	:	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. 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.
<u>ENQUIRIES</u>	:	CPP: Odi (Bafokeng) Flora Kalakgosi Tel No: (018) 381 9041 CPP: Pretoria; CPP: Vaal Rand (Tsakane) CPP: Vaal Rand (Sebokeng); CPP: Vaal Rand (Springs) & CPP: Vaal Rand (Vereeniging) Godfrey Ramakuela Tel No: (012) 351 6808
<u>APPLICATIONS</u>	:	CPP: Odi (Bafokeng) e-mail: Recruit2026126@npa.gov.za CPP: Pretoria e-mail: Recruit2026127@npa.gov.za CPP: Vaal Rand (Tsakane) e-mail: Recruit2026128@npa.gov.za CPP: Vaal Rand (Sebokeng) e-mail: Recruit2026129@npa.gov.za CPP: Vaal Rand (Springs) e-mail: Recruit2026130@npa.gov.za CPP: Vaal Rand (Vereeniging) e-mail: Recruit2026131@npa.gov.za
<u>POST 14/43</u>	:	<u>COMMUNICATIONS OFFICER REF NO: RECRUIT 2026/133</u> Strategy, Operations and Compliance: Chief Directorate Communications
<u>SALARY</u>	:	R338 106 per annum (Level 07), (excluding benefits)
<u>CENTRE</u>	:	Head Office: Pretoria

- REQUIREMENTS** : An appropriate B Degree (NQF 7) or Three (3) year Diploma (NQF 6) in Graphic Design. Proficiency in Adobe Creative Cloud, InDesign, Photoshop, etc. Minimum two years' relevant experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Able to work under pressure and meet tight deadlines daily. Reliable, interpersonal skills, teamwork. Time management and change management. Good knowledge of government programmes, project management and coordination skills, client orientated and customer focus. Communication skills and computer literacy. Drivers Licence.
- DUTIES** : Content creation. Internal and external communication adhoc duties. Create engaging photo and video content for diverse audience. Story telling through video and photos.
- ENQUIRIES APPLICATIONS** : Isaac Dhludhlu Tel No: (012) 845 6711
: e mail: Recruit2026133@npa.gov.za
- POST 14/44** : **ADMINISTRATIVE OFFICER: ASSETS, FLEET & FACILITIES REF NO: RECRUIT 2026/134**
National Prosecutions Service
- SALARY CENTRE REQUIREMENTS** : R338 106 per annum (Level 07), (excluding benefits)
: DDPP: Gqeberha
: An appropriate B Degree (NQF 7) or three (3) year Diploma (NQF 6). Minimum two (2) years relevant experience in Fleet, Facilities and Travel environment. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Good communication skills, written and verbal. General computer literacy and knowledge of programs in MS Word, Excel, PowerPoint. Willing to travel and able to work after hours. High level of reliability and able to work independently. Knowledge of PFMA and National Treasury Regulations. A valid driver's license.
- DUTIES** : Provide Asset Management services within the DDPP: Gqeberha and DPP Makhanda areas of responsibility. Monitor the provision of assets management services within the region. Adhere to the delegation of authority, policies and procedures in respect of asset management. Ensure compliance with asset management system. Barcode all new assets upon receipt. Identify redundant assets and complete disposal process. Manage the movement of all assets. Facilitate and manage the annual asset verification process. Ensure that verification additions and disposals are in line with the asset management regulations. Manage/maintain reports of assets where required. Facilitate the process of reporting damages and losses. Provide Fleet Service Management Services within the DDPP and DPP Makhanda areas of responsibility. Monitor the provision of fleet management services within the region. Confirm compliance with the fleet management policy. Report accidents and administer claims. Ensure that fines are dealt with in terms of the approved policies. Monitor monthly fleet vehicle usage reports. Maintain all registers and provide monthly statistics. Ensure that the regional fleet is properly maintained. Reconcile and confirm the correctness of monthly fuel transaction reports. Process and submit monthly log returns. Provide Facilities Management Services within the DDPP Gqeberha and DPP Makhanda areas of responsibility. Monitor the provisions of facilities management services within the region. Report all maintenance issues to the landlord department of Public Works and Head Office. Carry out inspection on building. Facilitate, monitor on facilities management contract as per SLA process and submit monthly vendor performance report. Manage staff in the Assets Fleet and Facilities. Conduct quarterly individual staff assessments. Perform any other duties deemed necessary by supervisor/manager.
- ENQUIRIES APPLICATIONS** : Nosiseko Mabaleka Tel No: (012) 842 1465
: e mail: Recruit2026134@npa.gov.za
- POST 14/45** : **ADMINISTRATIVE OFFICER: LOGIS REF NO: RECRUIT 2026/135**
Strategy, Operations and Compliance: Supply Chain Management
- SALARY CENTRE REQUIREMENTS** : R338 106 per annum (Level 07), (excluding benefits)
: Pretoria: Head Office
: An appropriate B Degree (NQF level 7) or Three (3) year Diploma (NQF level 6) in Financial Information Systems/ Logistics Management, Purchasing Management, Supply Chain Management, Finance Management or equivalent. Minimum two (2) years' relevant experience in Logistical Information Systems. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Knowledge of PFMA,

Logistical Information System (LOGIS), Treasury Regulations and Preferential Procurement Policy framework Act. Communication skills, Organising skills and analytical skills. Computer literacy including Microsoft Office (Word, Excel, PowerPoint, Outlook). Ability to work independently and under pressure. Good administration skills.

DUTIES : Administer daily operations for the financial system and provide support. Ensure proper security control in all financial systems (Transversal systems). Implement and enforce segregation of duties in the financial systems. Reviews of users' access rights. Develop and ensure implementation of procedure manuals. Ensure proper financial reporting of the department. Manage user registration on LOGIS. Facilitate and ensure that users are trained, ensure that there is documented request for the system. Ensure that only access to the relevant user area is granted. Manage LOGIS user profiles and challenges. Creation and approval of ICN.

ENQUIRIES APPLICATIONS : Rabelani Makumbane Tel No: (012) 845 6484
: e mail: Recruit2026135@npa.gov.za

POST 14/46 : **ADMINISTRATIVE CLERK REF NO: RECRUIT 2026/136**
National Prosecutions Service

SALARY CENTRE REQUIREMENTS : R237 453 per annum (Level 05), (excluding benefits)
: CPP: Welkom
: Grade 12 or equivalent qualification. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Excellent communication and administrative skills. Report writing skills, good verbal and written communication skills. Customer focus and responsiveness. Excellent administrative skills and problem-solving skills. Good analytical skills. Computer skills such as MS word, Excel, Ms Office suite and Outlook. Flexibility. Document administration, writing skills and task time management skills.

DUTIES : Provide high level administrative support to the office of Senior Prosecutor/District Court Control Prosecutor. Design and keep a well-organized administrative system for the office. Execute a wide variety of administrative tasks. Draft correspondence to members of the public, other organisations, and State departments. Liaise with administration with all matters pertaining to the administrative functioning of the office. Provide administrative support to the legal staff, pertaining to finance, logistical and human resources. Deliver mails, and faxes within the office and render general administrative support such as filing, photocopying, faxing, receiving, and dispatching documents.

ENQUIRIES APPLICATIONS : Lemmer Ludwick Tel No: (051) 410 6001
: e mail: Recruit2026136@npa.gov.za

POST 14/47 : **ADMINISTRATIVE CLERK REF NO: RECRUIT 2026/137 (X2 POSTS)**
National Prosecutions Service

SALARY CENTRE REQUIREMENTS : R237 453 per annum (Level 05), (excluding benefits)
: CPP: Pretoria
: Grade 12 or equivalent qualification. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Excellent communication and administrative skills. Report writing skills, good verbal and written communication skills. Customer focus and responsiveness. Excellent administrative skills and problem-solving skills. Good analytical skills. Computer skills such as MS word, Excel, Ms Office suite and Outlook. Flexibility. Document administration, writing skills and task time management skills.

DUTIES : Render general administration support services such as data capturing of information, verifying of data accuracy, maintaining organized records, generating reports ensuring data integrity and performing administrative tasks. Design and keep a well-organized administrative system for the office. Execute a wide variety of administrative tasks. Draft correspondence to members of the public, other organisations, and State departments. Provide supply chain clerical support services within the component. Provide personnel administration clerical support services within the component. Provide human resource and financial administration support services in the component. Deliver mails, and faxes within the office and render general administrative support such as filing, photocopying, faxing, receiving, and dispatching documents.

ENQUIRIES : Motshabi Malabi Tel No: (012) 351 6864

APPLICATIONS : e mail: Recruit2026137@npa.gov.za

POST 14/48 : **FINANCE CLERK REF NO: RECRUIT 2026/138**
National Prosecutions Services

SALARY : R237 453 per annum (Level 05), (excluding benefits)
CENTRE : DPP: Mthatha
REQUIREMENTS : Grade 12 or equivalent qualification. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Basic numeracy skills. Knowledge of Financial Accounting dealing with processing creditors payments and employee's allowances such as cellphone and S&T. Ability to work independently without constant supervision. Knowledge of Public Finance, PERSAL; BAS and LOGIS. Good communication skills, verbal and written. Planning and organizing skills. Good analytical skills. General computer literacy and knowledge of programs in MS Word, Excel, PowerPoint.

DUTIES : Process payments of service providers for the unit. Provide support to Financial Accounting. Manage payment register. Receive all claims and invoices, check correctness and submit to Director: Administration for approval. Capture S & T claims and cell phone claims on PERSAL and BAS system. Administer the petty cash for the office. Submit certified payroll to Head Office on a monthly basis. Track creditors payments on tracking system. Distribute all finance related policies and circulars to officials. Adherent to policies and procedures. Liaise with customers and suppliers. Verify availability of funds and recommend approval of expenditure. Help with compilation of regional budget. Print and distribute expenditure reports to different managers. Compile monthly recons and other reports. Make sure that all processed payment batches are properly filed. Attend to all payment section related queries.

ENQUIRIES : Bongiswa Mswenyama Tel No: (047) 501 2696
APPLICATIONS : e mail: Recruit2026138@npa.gov.za

POST 14/49 : **ADMINISTRATIVE CLERK REF NO: RECRUIT 2026/139**
Strategy, Operations and Compliance: Strategy Management Office

SALARY : R237 453 per annum (Level 05), (excluding benefits)
CENTRE : Pretoria: Head Office
REQUIREMENTS : Grade 12 or equivalent. Computer literate (MS Office suite, MS Word, MS Excel MS Power point and MS Project). Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Knowledge in administration and general functions. Ability to perform administrative task efficiently and effectively. Able to work independently and also as part of a team. Ability to multi-task and general administrative capabilities including reception duties. Must be able to plan and organize work and distinguish between urgent and important tasks/ activities. Ability to work under pressure. Honesty, highly reliable, hard worker and determined. Interpersonal skills and excellent communication (verbal and written) and administrative skills.

DUTIES : Provide general clerical / secretarial support services with the Directorates. Operates office equipment like fax machines and photocopiers. Collect relevant documents to enable the Manager to perform their duties. Ensure the effective flow of information and documents to and from the office of the Director/s. Facilitate travel and accommodation arrangements. Attend to S& Ts' claims for the Directors. Provide inputs in terms of procurement of goods and services. Render administrative support services. Ensure the safekeeping of all documents within the Directorates in line with the relevant legislation and policies. Draft documents as required. File and retrieve documents as required. Provide inputs in terms of the procurement of goods and services. Provide support to the Manager regarding meetings. Collects and compile all necessary documents for the Director/s. Coordinate logistical arrangements for meetings when required. Take minutes during the Directorate's meeting.

ENQUIRIES : Makgomo Thupana Tel No: (012) 845 6176
APPLICATIONS : e mail: Recruit2026139@npa.gov.za

POST 14/50 : **ADMINISTRATIVE CLERK REF NO: RECRUIT 2026/140 (X2 POSTS)**
National Prosecutions Service

SALARY : R237 453 per annum (Level 05), (excluding benefits)
CENTRE : CPP: East London
REQUIREMENTS : Grade 12 or equivalent. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Sound planning and organizing skills, written and verbal communication. General computer literacy

- skills and knowledge in programs MS Word; Excel; PowerPoint and Outlook. Good people skills. Strong interpersonal and communication skills. Ability to act independently.
- DUTIES** : Provide high level support service to the office. Design and keep a well-organized administrative system for the office. Provide administrative duties to the office and the unit. Execute a wide variety of administrative tasks pertaining to the provision of support to line functionaries e.g responsible for workflow and document tracking in the office. Type and forward correspondence to Advocates, Prosecutors and other Stakeholders in the institution. Liaise with corporate services with all matters pertaining to the administrative functioning of the office. Provide high level administrative support to the legal staff, logistical and data capturing.
- ENQUIRIES APPLICATIONS** : Mawande Ntsondwa Tel No: (040) 608 6800
: e mail: Recruit2026140@npa.gov.za
- POST 14/51** : **ADMINISTRATIVE CLERK REF NO: RECRUIT 2026/141**
National Prosecutions Service
- SALARY CENTRE REQUIREMENTS** : R237 453 per annum (Level 05), (excluding benefits)
: CPP: Odi (Rustenburg)
: Grade 12 or equivalent. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Sound planning and organizing skills, written and verbal communication. General computer literacy skills and knowledge in programs MS Word; Excel; PowerPoint and Outlook. Good people skills. Strong interpersonal and communication skills. Ability to act independently.
- DUTIES** : Register incoming dockets and scanning thereof. Communicate with Prosecutors in respect of matters dealt with. Generate reports from the ECMS for statistical purposes. Attend to queries on case flow from Prosecutors and SAPS from the ECMS. Provide case administration and document management.
- ENQUIRIES APPLICATIONS** : Flora Kalagosi Tel No: (018) 381 9041
: e mail: Recruit2026141@npa.gov.za