

**PROVINCIAL ADMINISTRATION: MPUMALANGA
SOUTH AFRICAN POLICE SERVICE**

- APPLICATIONS** : Applications may be hand-delivered, as follows: 4 Ehmke Street, Nelspruit 1200. Application must be addressed to Recruitment Section, (Attention: Captain Hlubi / SAC Lukhele) South African Police Service, or e-mailed to HlubiJ@saps.gov.za
- CLOSING DATE** : 17 July 2026 at 16:00
- NOTE** : Applications must be submitted on a Z83 Form (2021 version), obtainable from <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>, which must be accompanied with a comprehensive Curriculum Vitae. The post particulars and reference number of the post you are applying for, must be correctly specified on the application form. Please complete a separate application form for each post you wish to apply for. It is the responsibility of the applicants to submit applications timeously to the correct physical address as provided in the advertisement. Please note that applications submitted to an incorrect physical address will not be considered. Late applications will not be accepted or considered. Short-listed candidates will be required to produce originals of their Identity Document (ID), Senior Certificate and all educational qualifications obtained, service certificates from previous employers stating the occupation and motor vehicle driver's license, before the interview. Qualifications and driver's licences submitted will be subjected to verification with the relevant institutions. Applicants must have no previous criminal convictions or pending criminal/ departmental cases and shall allow their fingerprints to be taken and background enquiries to be made. Short-listed candidates may be subjected to a full security clearance process before or during any stage of employment. Short-listed candidates will be subjected to a vetting process which will include security screening, fingerprint screening, reference checking and verification of address, where necessary. All short-listed candidates, including the SMS, will be expected to undergo a personal interview and shall undertake two pre-entry assessments, (a) a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements, as well as (b) an integrity assessment (ethical conduct). Short-listed candidates for appointments to certain identified posts will be vetted in terms of the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007 (Act No 32 of 2007) and the Children's Act, 2005 (Act No 38 of 2005). A candidate whose particulars appear in either the National Register for Sex Offenders or Part B of the Child Protection Register, will be disqualified from appointment. Candidates are expected to disclose if he/ she is a respondent in an interim or final protection order in terms of the Domestic Violence Act, 1998 (Act no 116 of 1998) or Protection from Harassment Act, 2011 (Act No 17 of 2011), and may be disqualified from appointment. The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointments in the South African Police Service as from 31 January 2015 provide a buccal (inside cheek) sample to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database. Appointments will be made in terms of the Public Service Act, 1994 (Act No 103 of 1994) as applicable to the post environment. Persons who retired from the Public Service by taking a severance package, early retirement or medical retirement, as well as persons with previous convictions, are excluded. The South African Police Service is an equal opportunity, affirmative action employer and it is the intention to promote representivity in the Public Service through the filling of these posts. Persons whose transfer/ appointment will promote representivity will therefore receive preference. The South African Police Service is under no obligation to fill a post after the advertisement thereof. Correspondence will be conducted with successful candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful.

OTHER POSTS

- POST 23/443** : **FINANCIAL CLERK SUPERVISOR (X6 POSTS)**
- SALARY** : R338 106 per annum (Level 07)

<u>CENTRE</u>	:	PHO: Financial Management Services Ref No: MP 12/06/2026 (X1 Post) Witbank SAPS Ref No: MP 13/06/2026 (X1 Post) Middleburg SAPS Ref No: MP 14/06/2026 (X1 Post) Kwa-Mhlanga SAPS Ref No: MP 15/06/2026 (X1 Post) Secunda SAPS Ref: Ref No: MP 16/06/2026 (X1 Post) Ermelo SAPS Ref No: MP 17/06/2026 (X1 Post)
<u>REQUIREMENTS</u>	:	Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the day of the interview. Be in possession of Grade 12/ Senior Certificate/ NCV Level 4 or equivalent qualification (NQF Level 4 as recognized by SAQA). At least four (4) years' experience in the field of the post. An applicable three (3) year Diploma / Degree (NQF level 6 or higher as recognized by SAQA) as well as relevant training courses in the field of the post will serve as an added advantage. A valid driver's license for at least a light motor Knowledge, Skills and Competencies: Knowledge of relevant prescripts applicable to the Public Service. Good verbal and written communication skills. General Computer literacy (MS Word, MS Excel, MS Office, MS Power Point, MS Outlook). Demonstrate competency in acting independently, Professionally, Accountable and with Credibility. Good verbal and written communication skills. Strong interpersonal skills. Report writing. Presentation Skills, Problem Solving, Sound Planning, Organising and Administration skills, Strong Analytical Skills and Facilitation Skills. Be willing to work under pressure and extended hours.
<u>DUTIES</u>	:	Administer all financial claims, payments, and advances. Administer payroll. Administer budget and enquiries relating to salaries, deductions and allowances. Administer incoming and outgoing correspondences. Administer IRP5 related queries. Exercise control over utilization of all resources allocated to the section. Control and monitor all telephone accounts, payments, registration on telephone system and issuing of pin codes. Ensure compliance with the Public Financial Management Act (PFMA), Treasury Regulations, Acts & Policies.
<u>ENQUIRIES</u>	:	Capt Hlubi / SAC Lukhele Tel No: (013) 762 4813 / 013 762 4808/ 013 762 4417
<u>POST 23/444</u>	:	<u>HUMAN RESOURCE CLERK SUPERVISOR (X3 POSTS)</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Tonga SAPS Ref No: MP 18/06/2026 (X1 Post) Barberton SAPS Ref No: MP 19/06/2026 (X1 Post) PHO: HRM Ref No: MP 20/06/2026 (X1 Post)
<u>REQUIREMENTS</u>	:	Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the day of the interview. Be in possession of Grade 12/ Senior Certificate/ NCV Level 4 or equivalent qualification (NQF Level 4 as recognized by SAQA). At least four (4) years' experience in the field of the post. An applicable three (3) year Diploma / Degree (NQF level 6 or higher as recognized by SAQA) as well as relevant training courses in the field of the post will serve as an added advantage. A valid driver's license for at least a light motor Knowledge, Skills and Competencies: Knowledge of relevant prescripts applicable to the Public Service. Good verbal and written communication skills. General Computer literacy (MS Word, MS Excel, MS Office, MS Power Point, MS Outlook). Demonstrate competency in acting independently, Professionally, Accountable and with Credibility. Good verbal and written communication skills. Strong interpersonal skills. Report writing. Presentation Skills, Problem Solving, Sound Planning, Organising and Administration skills, Strong Analytical Skills and Facilitation Skills. Be willing to work under pressure and extended hours.
<u>DUTIES</u>	:	Supervise, ensure, monitor and render effective and efficient administrative support and services to Station, administer and ensure administrative support to the Station, Render administrative support with the organising, participating and during conferences and meetings. Supervise and monitor human, physical and financial resources allocated.
<u>ENQUIRIES</u>	:	Capt Hlubi / SAC Lukhele Tel No: (013) 762 4813 / 013 762 4808/ 013 762 4417

<u>POST 23/445</u>	:	<u>SUPPLY CHAIN CLERK SUPERVISOR (X3 POSTS)</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	PHO SCM Ref No: MP 21/06/2026 (X1 Post) Standerton SAPS Ref No: MP 22/06/2026 (X1 Post) Piet Retief SAPS Ref No: MP 23/06/2026 (X1 Post)
<u>REQUIREMENTS</u>	:	Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the day of the interview. Be in possession of Grade 12/ Senior Certificate/ NCV Level 4 or equivalent qualification (NQF Level 4 as recognized by SAQA). At least four (4) years' experience in the field of the post. An applicable three (3) year Diploma / Degree (NQF level 6 or higher as recognized by SAQA) as well as relevant training courses in the field of the post will serve as an added advantage. A valid driver's license for at least a light motor Knowledge, Skills and Competencies: Knowledge of relevant prescripts applicable to the Public Service. Good verbal and written communication skills. General Computer literacy (MS Word, MS Excel, MS Office, MS Power Point, MS Outlook). Demonstrate competency in acting independently, Professionally, Accountable and with Credibility. Good verbal and written communication skills. Strong interpersonal skills. Report writing. Presentation Skills, Problem Solving, Sound Planning, Organising and Administration skills, Strong Analytical Skills and Facilitation Skills. Be willing to work under pressure and extended hours.
<u>DUTIES</u>	:	Administer procurement and logistical support within the subsection Supply Chain Management. Administer the payment process. Issuing of order forms. Capturing of order forms.
<u>ENQUIRIES</u>	:	Capt Hlubi / SAC Lukhele Tel No: (013) 762 4813 / 013 762 4808/ 013 762 4417
<u>POST 23/446</u>	:	<u>ADMINISTRATION CLERK SUPERVISOR REF NO: MP 24/06/2026 (X1 POST)</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	PHO Firearms & Liquor and Second Hands Goods
<u>REQUIREMENTS</u>	:	Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the day of the interview. Be in possession of Grade 12/ Senior Certificate/ NCV Level 4 or equivalent qualification (NQF Level 4 as recognized by SAQA). At least four (4) years' experience in the field of the post. An applicable three (3) year Diploma / Degree (NQF level 6 or higher as recognized by SAQA) as well as relevant training courses in the field of the post will serve as an added advantage. A valid driver's license for at least a light motor Knowledge, Skills and Competencies: Knowledge of relevant prescripts applicable to the Public Service. Good verbal and written communication skills. General Computer literacy (MS Word, MS Excel, MS Office, MS Power Point, MS Outlook). Demonstrate competency in acting independently, Professionally, Accountable and with Credibility. Good verbal and written communication skills. Strong interpersonal skills. Report writing. Presentation Skills, Problem Solving, Sound Planning, Organising and Administration skills, Strong Analytical Skills and Facilitation Skills. Be willing to work under pressure and extended hours.
<u>DUTIES</u>	:	To render secretarial and administrative support functions. Administer and coordinate Second-Hand Goods applications. Liaise with relevant role players/stakeholders and render information support in terms of Second-Hand Goods legislation. Search/ rescue of missing/ drowning persons exhibits and aircrafts. Operate a Police vehicle/ Vessels and it's communication equipment.
<u>ENQUIRIES</u>	:	Capt Hlubi / SAC Lukhele at telephone: 013 762 4813 / 013 762 4808/ 013 762 4417
<u>POST 23/447</u>	:	<u>ADMINISTRATION CLERK SUPERVISOR REF NO: 25/06/2026 (X1 POST)</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	PHO: Organisational Development and Strategic Management
<u>REQUIREMENTS</u>	:	Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the day of the interview. Be in possession of Grade 12/ Senior Certificate/ NCV

Level 4 or equivalent qualification (NQF Level 4 as recognized by SAQA). At least four (4) years' experience in the field of the post. An applicable three (3) year Diploma / Degree (NQF level 6 or higher as recognized by SAQA) as well as relevant training courses in the field of the post will serve as an added advantage. A valid driver's license for at least a light motor vehicle, will serve as an added advantage. Knowledge, Skills and Competencies: Knowledge of relevant prescripts applicable to the Public Service. Good verbal and written communication skills. General Computer literacy (MS Word, MS Excel, MS Office, MS Power Point, MS Outlook). Demonstrate competency in acting independently, Professionally, Accountable and with Credibility. Good verbal and written communication skills. Strong interpersonal skills. Report writing. Presentation Skills, Problem Solving, Sound Planning, Organising and Administration skills, Strong Analytical Skills and Facilitation Skills. Be willing to work under pressure and extended hours.

DUTIES : Assist management in the monitoring and evaluation of performance plans as well as cross-cutting plans in terms of the Strategic Management Framework. Provide an oversight and administrative role in terms of data gathering and verification of performance information, for the purposes of quarterly and annual reporting. Compile and submit relevant quarterly and annual returns which are required to prove the implementation of strategic and operational plans. Conduct compliance inspections at all business units within the province to evaluate the implementation of strategic policy, including but not limited to Annual Operational Plans, Service Delivery Improvement Plans and Audit Action Plans. Manage and oversee the administrative function pertaining to the conducting of physical and virtual meetings, associated with the strategic environment.

ENQUIRIES : Capt Hlubi / SAC Lukhele Tel No: (013) 762 4813 / 013 762 4808/ 013 762 4417

POST 23/448 : **ADMINISTRATION CLERK (X16 POSTS)**

SALARY CENTRE : R237 453 per annum (Level 05)
 : Ngodwana SAPS Ref No: MP 26/06/2026 (X1 Post)
 : Ogies SAPS Ref No: MP 27/06/2026 (X1 Post)
 : Dullstroom SAPS Ref No: MP 28/06/2026 (X1 Post)
 : Nkangala District Office Ref No: MP 29/06/2026 (X1 Post)
 : Morgenzon SAPS Ref No: MP 30/06/2026 (X1 Post)
 : Amersfoort SAPS Ref No: MP 31/06/2026 (X1 Post)
 : Breyten SAPS Ref No: MP 32/06/2026 (X1 Post)
 : Tonga SAPS Ref No: MP 33/06/2026 (X1 Post)
 : Pilgrim's Rest SAPS Ref No: MP 34/06/2026 (X1 Post)
 : Sabie SAPS Ref No: MP 35/06/2026 (X1 Post)
 : PHO: Legal Services Ref No: MP 36/06/2026 (X2 Posts)
 : Ermelo Garage Ref No: MP 37/06/2026 (X2 Posts)
 : Standerton Garage Ref No: MP 38/06/2026 (X1 Post)
 : KwaMhlanga Garage Ref No: MP 39/06/2026 (X1 Post)

REQUIREMENTS : Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the day of the interview. Be in possession of Grade 12/ Senior Certificate/ NCV Level 4 or equivalent qualification (NQF Level 4 as recognized by SAQA). At least four (4) years' experience in the field of the post. An applicable three (3) year Diploma / Degree (NQF level 6 or higher as recognized by SAQA) as well as relevant training courses in the field of the post will serve as an added advantage. A valid driver's license for at least a light motor Knowledge, Skills and Competencies: Knowledge of relevant prescripts applicable to the Public Service. Good verbal and written communication skills. General Computer literacy (MS Word, MS Excel, MS Office, MS Power Point, MS Outlook). Demonstrate competency in acting independently, Professionally, Accountable and with Credibility. Good verbal and written communication skills. Strong interpersonal skills. Report writing. Presentation Skills, Problem Solving, Sound Planning, Organising and Administration skills, Strong Analytical Skills and Facilitation Skills. Be willing to work under pressure and extended hours.

DUTIES : To provide an administrative and clerical support service to personnel in respect of personnel administration of the station. Administer correspondence and accurate record keeping of files. Administer logistical matters. Manage and

ENQUIRIES : control human and physical resources of the station. Implement and maintain the performance management process and job descriptions at the station.
: Capt Hlubi / SAC Lukhele Tel No: (013) 762 4813 / 013 762 4808/ 013 762 4417

POST 23/449 : **SECRETARY (X15 POSTS)**

SALARY CENTRE : R237 453 per annum (Level 05)
: PHO: ORS Ref No: MP 40/06/2026 (X1 Post)
: PHO: Communication Ref No: MP 41/06/2026 (X1 Post)
: PHO: PES Ref No: MP 42/06/2026 (X1 Post)
: PHO: POCC Ref No: MP 43/06/2026 (X1 Post)
: PHO: Supply Chain Management Ref No: MP 44/06/2026 (X1 Post)
: PHO: Finance Ref No: MP 45/06/2026 (1 post)
: PHO: Visible Policing – Flash Ref No: MP 46/06/2026 (X1 Post)
: PHO: Human Resources Management Ref No: MP 47/06/2026 (X1 Post)
: PHO: Technology Management and Services Ref No: MP 48/06/2026 (X1 Post)
: PHO: Organisational Development and Strategic Management Ref No: MP 49/06/2026 (X1 Post)
: Ehlanzeni District Office: Ref No: MP 50/06/2026 (X1 Post)
: PHO: Detectives: Commercial Crime Ref No: MP 51/06/2026 (X1 Post)
: Serious and Violent Crime Ref No: MP 52/06/2026 (X1 Post)
: Organised Crime Ref No: MP 53/06/2026 (X1 Post)
: Crime Investigation Ref No: MP 54/06/2026 (X1 Post)

REQUIREMENTS : Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the day of the interview. Be in possession of Grade 12/ Senior Certificate/ NCV Level 4 or equivalent qualification (NQF Level 4 as recognized by SAQA). At least four (4) years' experience in the field of the post. An applicable three (3) year Diploma / Degree (NQF level 6 or higher as recognized by SAQA) as well as relevant training courses in the field of the post will serve as an added advantage. A valid driver's license for at least a light motor Knowledge, Skills and Competencies: Knowledge of relevant prescripts applicable to the Public Service. Good verbal and written communication skills. General Computer literacy (MS Word, MS Excel, MS Office, MS Power Point, MS Outlook). Demonstrate competency in acting independently, Professionally, Accountable and with Credibility. Good verbal and written communication skills. Strong interpersonal skills. Report writing. Presentation Skills, Problem Solving, Sound Planning, Organising and Administration skills, Strong Analytical Skills and Facilitation Skills. Be willing to work under pressure and extended hours.

DUTIES : To provide secretarial support functions to the Section Head. Arrange, prepare meetings, agendas, typing and taking Minutes. Answer and screen all incoming calls to the office of the Section Head. Liaise with other Sections and components on matters relating to the Section Head's office. Maintain good Recordkeeping, filling and bring forward system. Handle confidential documents. Process and submit claims, make travelling and accommodation arrangements. Manage the diary as well as receive and host visitors of the office. Operate standard equipment (fax, photocopy machine, telephone, Computer etc.). Serving refreshment to visitors and during Meetings. Manage office inventory.

ENQUIRIES : Capt Hlubi / SAC Lukhele Tel No: (013) 762 4813 / 013 762 4808/ 013 762 4417

POST 23/450 : **SECURITY OFFICERS (X18 POSTS)**

SALARY CENTRE : R170 226 per annum (Level 03)
: PHO: Nelspruit Ref No: MP 55/06/2026 (X8 Posts)
: Komartipoort VSS Ref No: MP 56/06/2026 (X1 Post)
: Middelburg District Office Ref No: MP 57/06/2026 (X3 Posts)
: Middelburg Garage Ref No: MP 58/06/2026 (X3 Posts)
: Middelburg Armourer Ref No: MP 59/06/2026 (X1 Post)
: KwaMhlanga VSS Ref No: MP 60/06/2026 (X2 Posts)

REQUIREMENTS : Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the

day of the interview. Be in possession of a Grade 10/ Standard 8/ NCV level 2 certificate/ report (NQF level 2 as recognized by SAQA), for which documentary proof can be produced when required. Valid Registration with the Private Security Industry Regulatory Authority (PSIRA). Be in possession of at least a Grade C security certificate or higher. Not declared unfit to possess a firearm. Be willing to undergo firearm competency training and to maintain firearm competency. Relevant courses in the field of the post will serve as an added advantage. A valid driver's license for at least a light motor vehicle will also serve as an added advantage. Be willing to work shifts and extended hours. Knowledge, Skills and Competencies: Knowledge of access control procedures. Knowledge of measures for the control and movement of equipment and stores. Knowledge of prescribed security procedures (e.g., MIS, NISA, Protection of Information Act, etc.) and the authority of security officers under these documents. Knowledge of the relevant emergency procedures.

DUTIES : Execute Access Control in terms of the Control of Access to Public Premises and Vehicles Act (Act No. 53 of 1985); Positive identification of employees, visitors and contractors at the security access point; Registering of employees, visitors and contractors, electronic searching of employees, visitors and contractors; Authorize entry in to the premises to employees, visitors and contractors after complying with all the legislative requirements, confirm visits with the hosts and ensure escort in line with the prescripts; Issue admission control cards to visitors and receive them back; Keep the necessary visitor's register; Check suppliers, articles and objects, where necessary, before they are allowed to be brought into the premises to ensure that the safety of the premises will not be threatened; Patrol buildings and fenced-off areas; Guard vehicles and equipment in the field – ONLY from a security point of view; Check all security equipment and facilities and take action, when necessary; Bring any deficiencies or problems with regard to security matters to the attention of senior security personnel.

ENQUIRIES : Capt Hlubi / SAC Lukhele Tel No: (013) 762 4813 / 013 762 4808/ 013 762 4417

POST 23/451 : **GENERAL WORKERS (X27 POSTS)**

SALARY CENTRE : R144 024 per annum (Level 02)
 : Bethal SAPS Ref No: MP 61/06/2026 (X1 Post)
 Delmas SAPS Ref No: MP 62/06/2026 (X1 Post)
 Ekulindeni SAPS Ref No: MP 63/06/2026 (X1 Post)
 Embalenhle SAPS Ref No: MP 64/06/2026 (X1 Post)
 Evander SAPS Ref No: MP 65/06/2026 (X1 Post)
 Hartebeeskop SAPS Ref No: MP 66/06/2026 (X1 Post)
 Hazyview SAPS Ref No: MP 67/06/2026 (X1 Post)
 Kinross SAPS Ref No: MP 68/06/2026 (X1 Post)
 Lothair SAPS Ref No: MP 69/06/2026 (X1 Post)
 Malelane SAPS Ref No: MP 70/06/2026 (X1 Post)
 Mbuzini SAPS Ref No: MP 71/06/2026 (X1 Post)
 Mhluzi SAPS Ref No: MP 72/06/2026 (X1 Post)
 Phola SAPS Ref No: MP 73/06/2026 (X1 Post)
 Waterval Boven SAPS Ref No: MP 74/06/2026 (X1 Post)
 White River SAPS Ref No: MP 75/06/2026 (X1 Post)
 Amsterdam SAPS Ref No: MP 76/06/2026 (X1 Post)
 Ngodwana SAPS Ref No: MP 77/06/2026 (X1 Post)
 Pienaar SAPS Ref No: MP 78/06/2026 (X1 Post)
 PHO Nelspruit Ref No: MP 79/06/2026 (X1 Post)
 Middelburg District Office Ref: MP 80/06/2026 (X1 Post)
 Ermelo VSS Ref No: MP 81/06/2026 (X1 Post)
 Witbank FCS Ref No: MP 82/06/2026 (X1 Post)
 Standerton SAPS Ref No: MP 83/06/2026 (X2 Posts)
 Barberton SAPS Ref No: MP 84/06/2026 (X1 Post)
 Breyten SAPS Ref No: MP 85/06/2026 (X1 Post)
 Tweefontein SAPS Ref No: MP 86/06/2026 (X1 Post)

REQUIREMENTS : Applicants must display competency in the core functions of the post. Be proficient in at least English and one other official language. Be a citizen of the Republic of South Africa of which documentary proof must be furnished on the day of the interview. Be in possession of ABET Level 4/ Grade 9/ Standard 7 certificate/ report (NQF level 1 as recognized by SAQA), for which

documentary proof can be produced when required. Knowledge, Skills and Competencies: Understanding of how to handle cleaning detergents. Occupational Health and Safety protocol; Basic literacy, numeracy and communication skills. Be able to read and write. Ability to interact with other officials in a professional manner. The ability to operate elementary machines and equipment; Willing to work extended hours when necessary.

DUTIES

: Maintaining of a high level of hygiene in and around the workplace with the cleaning of the SAPS premises assigned to, which may include either or both inner and outer parameters. Performing tasks of a routine nature, such as dust working the environment. Polish furniture and floors. Vacuum carpets and mopping tile floors. Remove refuse. Perform maintenance tasks in and around the assigned premises. Clean bathrooms and kitchens. Safekeeping and handling of a variety of Aids in the cleaning of the premises. Loading and unloading of goods. Garden maintenance services. Washing and cleaning of state vehicles.

ENQUIRIES

: Capt Hlubi / SAC Lukhele Tel No: (013) 762 4813 / 013 762 4808/ 013 762 4417