

DEPARTMENT OF CORRECTIONAL SERVICES

**APPLICATIONS**

: **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. 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. Contact persons: Ms Mokuni NJ / Ms Molutsoane N/ Ms Radebe T / Ms. Ramncwana B (082) 306 9027.

Gauteng Region: The Regional Commissioner Gauteng, Recruitment Section, P/Bag X393, Pretoria, 0001 OR hand deliver at: 1077 Forum East Building, Arcadia Street, Hatfield. Contact persons: Ms Monguai EN (012) 420 0174/Ms Feni SAP (012) 420 0173/ (012) 420 0179.

KwaZulu-Natal Region: The Regional Commissioner: KwaZulu-Natal, Recruitment Section, P/Bag X9126, Pietermaritzburg, 3201 OR hand deliver at: Correctional Services, Eugene Marais Road, Napierville, Pietermaritzburg, 3201. Contact persons: Ms Zuma NI (033)355 7386 / Ms Mbhele S (033) 345 7375 /Ms Mkhize AL (033) 345 7370 / Ms Sibisi NSP (033) 345 7369.

Applications for the below positions can also be submitted online at: <https://careers.dcs.gov.za/>. Candidates must comply with the minimum appointment requirements. CV's should be aligned to reflect one's degree of compliance with the advertisement requirements and responsibilities.

Closing date

: 31 August 2026 @ 15h45. The Department of Correctional Services reserves the right not to fill these posts.

NOTE

: Call for applications to serve as members of the correctional supervision and parole board the Minister of Correctional Services in terms of Section 74 of the Correctional Services Act, Act 111 of 1998 invite interested and suitable candidates to apply for an opportunity to serve as members of the Correctional Supervision and Parole Board. The Parole Board is an independent body whose main aim is to protect the public by risk assessing offenders to decide whether they can be safely released into the community. The main role of a Chair (and Vice in the chairs absence) is decision making. Decision making in light of a number of factors, that is:- rights of the offender (as far as the right to be considered in light of relevant legislation), calculation of the minimum detention period, understanding of criminal justice value chain, court papers, sentencing remarks, copy of the judgment, copy of the warrant of detention, case law, SAP 69 and 62, understanding the various reports by the DCS professionals, understanding of the rehabilitation process, risk assessment, victim/community empathy, public safety etc. 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. Term of office will be for a period of five (5) years or as may be determined by the Minister in line with Section 74 (7) of the Correctional Services Act, Act 111 of 1998. 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. 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. Interested candidates should submit complete applications clearly reflecting the designation and applicable reference number to the relevant addresses as reflected below:

OTHER POSTS

<u>POST 29/03</u>	:	<u>CHAIRPERSON</u>
<u>SALARY</u>	:	A member of the Board will be remunerated on monthly rates based on category D sub-category D1 of the remuneration of statutory boards as defined by National Treasury.
<u>CENTRE</u>	:	Eastern Cape region: Amathole Ref No: EC 2026/08/01 East London Ref No: EC 2026/08/02 Cradock Ref No: EC 2026/08/03 Kirkwood Ref No: EC 2026/08/04 Mthatha Ref No: EC 2026/08/05 Sada Ref No: EC 2026/08/06 St Albans Ref No: EC 2026/08/07 Gauteng region: Krugersdrop Ref No: GP 2026/08/01 Leeuwkop Ref No: GP 2026/08/02 (X2 Posts) Johannesburg Ref No: GP 2026/08/03 KwaZulu-Natal region: Durban Ref No: KZN 2026/08/01 (X2 Posts) Kokstad Ref No: KZN 2026/08/ 02 Pietermaritzburg Ref No: KZN 2026/08/03 Ncome Ref No: KZN 2026/08/04 Waterval Ref No: KZN 2026/08/05 Glencoe Ref No: KZN 2026/08/06 Empangeni Ref No: KZN 2026/08/07
<u>REQUIREMENTS</u>	:	A recognised and appropriate NQF level 7 qualification in any Criminal Justice field, Social Sciences or related. Previous 5 years' experience in management or decision-making position. Demonstrable experience of and ability to conduct effective evidence-based decision making, weighing facts and evidence, analysing and critically evaluating large volumes of complex information and identifying key issues, within tight deadlines and working on your own initiative. Demonstrable independence of mind and sound judgement, with the ability to make evidence-based decisions that are accurately documented. Excellent interpersonal skills: the ability to gain respect and maintain rapport through effective communication and influencing skills – with the confidence to challenge opinions where necessary, work collegially and resolve differences to reach sound decisions. Excellent communication skills, both written and oral: the ability to communicate sensitively and effectively with a wide range of individuals, varying your approach as necessary and treating others with respect, to listen actively and evaluate replies in order to probe issues. Excellent written skills: the ability to draft well-formed written reports that summarise evidence in support of a decision or recommendation. Demonstrable high standards of corporate and personal integrity and conduct, such as a strong commitment to fairness, equality and the ethos of supporting the wider public or community good through your contributions. High levels of time management, organisational and administrative skills, together with strong personal motivation and commitment to professional self-development. Evidence of experience of any aspect of the criminal justice system and an understanding of the importance of the victim's perspective. Previous experience in management or decision-making position.
<u>DUTIES</u>	:	Responsibilities: Analyse and critically evaluate information in order to identify continuing risk/dangerous-ness in an individual offender's case, where information may come from a variety of sources including electronic and paper documents, electronic updates and evidence given at oral hearings. Apply knowledge and judgement to offenders' cases in order to decide whether they can safely be released into the community and to set conditions where release is appropriate. Oversee the hearing of cases in order to assess risk. Work collaboratively with other parole members in order to make judgments about the available evidence and to provide a concise and structured summary of relevant factors in reaching a decision or recommendation. Facilitate report writing, draft reasoned summaries and decisions. Be an effective ambassador for the Parole Board when representing it at hearings or any other event. Facilitate administrative roles associated with preparation for hearings, hearings and revocations/cancellations, public education on parole, and

	facilitate the invitation of victims to hearings, including court attendance as a result of litigation by offenders.
<u>ENQUIRIES</u>	: Eastern Cape Region: Ms Myataza Z Tel No: (043) 706 7866/Ms Mgugudo N Tel No: (043) 706 7882. Gauteng Region: Ms Monguai EN (012) 420 0174/Ms Feni SAP Tel No: (012) 420 0173/ Tel No: (012) 420 0179. KwaZulu-Natal Region: Ms Zuma NI (033)355 7386 / Ms Mbhele S (033) 345 7375 /Ms Mkhize AL (033) 345 7370 / Ms Sibisi NSP Tel No: (033) 3457369.
<u>NOTE</u>	: Term of office will be for a period of five (5) years or as may be determined by the Minister in line with Section 74 (7) of the Correctional Services Act, Act 111 of 1998.
<u>POST 29/04</u>	: <u>VICE-CHAIRPERSON</u>
<u>SALARY</u>	: A member of the Board will be remunerated on monthly rates based on category D sub-category D1 of the remuneration of statutory boards as defined by National Treasury.
<u>CENTRE</u>	: Eastern Cape region: Amathole Ref No: EC 2026/08/08 East London Ref No: EC 2026/08/09 Cradock Ref No: EC 2026/08/10 Kirkwood Ref No: EC 2026/08/11 Mthatha Ref No: EC 2026/08/12 Sada Ref No: EC 2026/08/13 St Albans Ref No: EC 2026/08/14 Free State and Northern Cape Region: Upington Ref No: FSNC 2026/08/01 Gauteng region: Krugersdrop Ref No: GP 2026/08/04 Leeuwkop Ref No: GP 2026/08/05 (X2 Posts) KwaZulu Natal region: Durban Ref No: KZN 2026/08/08 (X2 Posts) Kokstad Ref No: KZN 2026/08/09 Piermaritzburg Ref No: KZN 2026/08/10 Ncome Ref No: KZN 2026/08/11 Waterval Ref No: KZN 2026/08/12 Glencoe Ref No: KZN 2026/08/13 Empangeni Ref No: KZN 2026/08/14
<u>REQUIREMENTS</u>	: A recognized and appropriate NQF level 7 qualification in any Criminal Justice field, Social Sciences or related. Proven 3 years supervisory role or community leadership experience as well as active involvement in community-based structures. Commitment to a corruption free administration. A good standing with the community with extensive life experience. Proven special interest in the Criminal Justice System.
<u>DUTIES</u>	: Responsibilities: Chair meetings in the absence of the Chairperson. Sign documents in the absence of the Chairperson. Participate in the analysis and evaluation of information in order to identify continuing risk/dangerousness in an individual offender's case, where information may come from a variety of sources, including electronic, paper documents, electronic updates and evidence given at oral hearings. Apply knowledge and judgement to offenders' cases in order to decide whether they can safely be released into the community and recommend appropriate conditions where release is appropriate. Participate in the hearing of cases in order to assess risk while working collaboratively in making judgements about the available evidence and formulate a concise and structured summary of relevant factors to aid in reaching a decision or recommendation. Participate in report writing, assist in drafting seasoned summaries and assist the Chairperson in recommending a decision. Be an effective ambassador for the Parole Board when representing it at hearings or any other event.
<u>ENQUIRIES</u>	: Eastern Cape Region: Ms Myataza Z Tel No: (043) 706 7866/Ms Mgugudo N Tel No: (043) 706 7882. Free State and Northern Cape Region: Ms Mokuni NJ / Ms Molutsoane N/ Ms Radebe T / Ms. Ramncwana B at (082) 306 9027. Gauteng Region: Ms Monguai EN Tel No: (012) 420 0174/Ms Feni SAP Tel No: (012) 420 0173/ (012) 420 0179.

		KwaZulu-Natal Region: Ms Zuma NI Tel No: (033) 355 7386 /Ms Mbhele S Tel No: (033) 345 7375 /Ms Mkhize AL Tel No: (033) 345 7370 / Ms Sibisi NSP Tel No: (033) 345 7369.
<u>NOTE</u>	:	Term of office will be for a period of five (5) years or as may be determined by the Minister in line with Section 74 (7) of the Correctional Services Act, Act 111 of 1998.
<u>POST 29/05</u>	:	<u>COMMUNITY MEMBER</u>
<u>SALARY</u>	:	A member of the Board will be remunerated on monthly rates based on category D sub-category D1 of the remuneration of statutory boards as defined by National Treasury.
<u>CENTRES</u>	:	Eastern Cape region: Amathole Ref No: EC 2026/08/15 (X2 Posts) East London Ref No: EC 2026/08/16 (X2 Posts) Cradock Ref No: EC 2026/08/17 (X2 Posts) Kirkwood Ref No: EC 2026/08/18 (X2 Posts) Mthatha Ref No: EC 2026/08/19 (X4 Posts) Sada Ref No: EC 2026/08/20 (X2 Posts) St Albans Ref No: EC 2026/08/21 (X2 Posts) Gauteng region: Baviaanspoort Ref No: GP 2026/08/06 (X3 Posts) Krugersdrop Ref No: GP 2026/07/07 (X2 Posts) Johannesburg Ref No: GP 2026/08/08 KwaZulu Natal region: Durban Ref No: KZN 2026/08/15 (X2 Posts) Kokstad Ref No: KZN 2026/08/16 (X2 Posts) Piermaritzburg Ref No: KZN 2026/08/17 (X2 Posts) Ncome Ref No: KZN 2026/08/18 (X2 Posts) Waterval Ref No: KZN 2026/08/19 (X2 Posts) Glencoe Ref No: KZN 2026/08/20 (X2 Posts) Empangeni Ref No: KZN 2026/08/21 (X2 Posts)
<u>REQUIREMENTS</u>	:	Recognized degree or national diploma in one of the following fields: Criminal Justice, Community Development, Social Science, Policing or Human Rights related field. 5 years' experience in community development work and/or Criminal Justice. Previous experience in a decision making capacity will be advantageous. Retired professionals are encouraged to apply. Competencies And Attributes: Communication. Client orientation and customer focus. Problem solving and analysis. Decision making. Integrity and honesty. Confidentiality. Good interpersonal relations. Understanding of the Parole Board System.
<u>DUTIES</u>	:	Responsibilities: The successful candidates will be responsible to attend and participate in the decision making role in Parole Board hearings. Act as a facilitator of community reintegration on the part of offenders. Protect the interest of the community, offenders and the state. Ensure objective and fair application of the release policy. Perform ad-hoc tasks as determined by the Board. Ensure confidentiality in terms of Parole Board meetings, decisions and documentation.
<u>ENQUIRIES</u>	:	Eastern Cape Region: Ms Myataza Z Tel No: (043) 706 7866/Ms Mgugudo N Tel No: (043) 706 7882. Gauteng Region: Ms Monguai EN Tel No: (012) 420 0174/Ms Feni SAP Tel No: (012) 420 0173/ (012) 420 0179. KwaZulu-Natal Region: Ms Zuma NI Tel No: (033)355 7386 / Ms Mbhele S Tel No: (033) 345 7375 /Ms Mkhize AL Tel No: (033) 345 7370 / Ms Sibisi NSP Tel No: (033) 345 7369.
<u>NOTE</u>	:	Term of office will be for a period of five (5) years or as may be determined by the Minister in line with Section 74 (7) of the Correctional Services Act, Act 111 of 1998.