

CENTRE FOR PUBLIC SERVICE INNOVATION

APPLICATIONS

: must be submitted through CPSI eRecruitment (<https://erecruitment.cpsi.co.za>) This link is for CPSI applications only. Emailed or hand-delivered/posted/couriered applications will not be considered. Applications received after the closing date will not be considered.

CLOSING DATE

: 05 October 2026 at 23h59

NOTE

: CPSI reserves the right not to fill the above-mentioned posts, withdraw or to put a position on hold and/or to re-advertise a post. The CPSI is compliant with the requirements of POPIA. The CPSI is a National Government Component listed in Part A of Schedule 3 of the Public Service Act, reporting to the Minister for the Public Service and Administration (MPSA). The CPSI's vision is to enable a solution-focused effective and efficient public sector and is playing a leading and catalytic role with regard to Public Service reform and transformation through innovation. It aims to entrench the culture and practice of innovation in public service through developing new solutions and unearthing existing innovations for learning and replication. In order to perform this purpose, the CPSI performs the following functions: (1) Providing the Minister (and his portfolio organisations) with independent, diverse and forward-looking advice and research, as well as partnerships that enhance Public Service innovation. (2) Creating an enabling environment that nurtures, supports and encourages innovation within the South African Government. (3) Initiating, implementing and managing self-sustainable innovation projects in partnership with other government institutions, the private sector and other relevant stakeholders. (4) Implementing special projects that are mandated by the Minister from time to time. It is the intention to promote representivity in the CPSI through the filling of these positions. Applicants must note that the information as required on the new form Z83 (obtainable from any Public Service Department or on the internet at www.gov.za/document) will be uploaded onto the system during the application process whereafter a form will be generated. Applicants thus do not have to upload a completed and signed new Z83 form. Do however note that failure to upload ALL required information onto the system may lead to disqualification of the application during the selection process. By submitting your application, it also means you consent to the Centre for Public Service Innovation (the CPSI) processing your information for Human Resources Management purposes. It is the applicant's responsibility to have all their foreign qualifications (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), at their own expense. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. All shortlisted candidates will be subjected to (1) a practical exercise, (2) integrity (ethical conduct), and (3) personnel suitability checks, including criminal records, citizenship or permanent residency verification, financial records, and qualification/study verification. Applicants could also be required to provide consent for access to their social media accounts. Reference checks will be done during the selection process. Include the email address of your references. The successful candidate will be expected to enter into an employment contract and a performance agreement within three (3) months of appointment, as well as complete a financial interest declaration within one month of appointment and annually thereafter. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful. Regrettably, due to excessive budget cuts, the department cannot meet any travel and subsistence costs relating to recruitment processes, or relocation and resettlement costs for shortlisted and successful candidates.

INTERNSHIP 2026/27

The Centre for Public Service Innovation (CPSI) is committed to youth skills development by providing graduates with opportunities to gain work experience to complement their studies or immediately after completing their studies. Applications are invited for internship positions from promising graduates. Candidates who previously participated in an internship programme in any Government Department will not be considered.

OTHER POSTS

<u>POST 34/08</u>	:	<u>INTERN: INTERNAL AUDIT: REF NO: 0003/2026</u> (Twenty-four-month contract)
<u>SALARY</u>	:	R98 097 per annum
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	Senior Certificate/Grade 12 certificate. A recognised National Diploma /Degree (NQF level 6/7) qualification in Internal Audit. Applicants must be unemployed. Siyakhula Student Membership Programme/ Institute of Internal Auditors South Africa (IIASA) membership will be an added advantage.
<u>DUTIES</u>	:	The successful Intern will participate in the development of internal audit plans, planning audit projects, execution of audit engagements, reporting and support to audit committees. The internship provides an opportunity to be part of the development programme for internal auditors including follow-ups of audit findings. Personal Profile: Basic skills that Interns should possess include office management; computer literacy; interpersonal skills; teamwork. Must have strong interpersonal skills, demonstrate sound work ethic and be honest, respectful and trustworthy. Client orientation and customer focus. Understands the importance of maintaining the confidentiality of sensitive employee information. Good verbal and written communication skills. Ability to communicate with internal and external partners.
<u>ENQUIRIES</u>	:	James Agenbag Tel No: (012) 336 1420
<u>POST 34/09</u>	:	<u>INTERN: LEGAL SERVICES: REF NO: 0004/2026</u> (Twenty-four-month contract)
<u>SALARY</u>	:	R98 097 per annum
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A Senior Certificate/Grade 12 certificate. A recognised degree (NQF level 7) in law. Applicants must be unemployed. Practical Legal training will be an added advantage.
<u>DUTIES</u>	:	The successful Intern will be exposed to the drafting of legal opinions, litigation matters; contracts, service level agreements and the drafting, processing and the interpretation of legislation related to the public administration. Assist with providing legal advice on legislative matters regarding existing public administration legislation. Support the Public Administration Management Amendment Act/Public Service Act/Regulations. Assist with drafting Regulations to align with Public Service Amendment Bill. Assist in finalising Handbook and reviewed determinations and directives. Support the drafting and processing of any other legislative reform process. Personal Profile: Basic skills that Interns should possess include office management; computer literacy; interpersonal skills; teamwork. Must have strong interpersonal skills demonstrate sound work ethics and be honest, respectful and trustworthy. Client orientation and customer focus. Understands the importance of maintaining the confidentiality of sensitive employee information. Good verbal and written communication skills. Ability to communicate with internal and external partners.
<u>ENQUIRIES</u>	:	Peter Mashala Tel No: (012) 336 1000/1176