

DEPARTMENT OF CORRECTIONAL SERVICES

Note: Before you apply: All costs associated with an application will be borne by the applicant. The Department of Correctional Services is an equal opportunity employer. The Department will take into consideration the objectives of Section 195 (1) (i) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) and the Employment Equity Act, 1998 (Act 55 of 1998) in filling of these vacancies. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. In support of this strategy, applicants need to indicate race, gender and disability status on the application form/CV. Blacks and Whites are encouraged to apply. 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.



<u>APPLICATIONS</u>	:	Should be submitted online at https://careers.dcs.gov.za/ . Emailed, post or hand delivered applications will not be considered.
<u>CLOSING DATE</u>	:	16 November 2026 @ 15H45
<u>NOTE</u>	:	Please take note that correspondence will only be conducted with the shortlisted candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application is unsuccessful. Please do not call the department to enquire about the progress of your application. Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records verification. Appointment will be provisional, pending the issue of a security clearance. If you cannot get a security clearance, your appointment will be re-considered/possibly terminated. Finger prints may be taken on the day of the interview. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One shall be a practical exercise, and the other shall be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Applications: Applications must be submitted on the Z83 form (Public Service application form) accessible on the link provided below and must be completed in full. Only a detailed CV should be attached to your application form. Only shortlisted candidates will be required to submit certified copies not older than 6 months of qualifications and other related documents on or before the day of the interview. Please send a complete application for the post you apply for on a pdf format, stating the correct reference for the position you are interested in. Requirement for valid driver's licence is not applicable to applicants with a disability. Candidates must comply with the minimum appointment requirements. CV's should be aligned to reflect one's degree of compliance with the advert requirements and responsibilities. It is the sole responsibility of an applicant to ensure that their application reaches DCS before the closing date. The Department of Correctional Services reserves the right not to fill any of these advertised posts.

OTHER POSTS

<u>POST 39/02</u>	:	<u>ASSISTANT DIRECTOR: INJURY ON DUTY REF NO: HO 2025/11/109</u> Re-advertisement, Candidates who previously applied need to re-apply. Directorate: Employee Wellness and OHS
<u>SALARY</u>	:	R487 197 per annum
<u>CENTRE</u>	:	National Head Office
<u>REQUIREMENTS</u>	:	Degree/Diploma in Occupational Health/Hygiene or Safety Management or equivalent qualification. 3- 5 years' relevant experience gained in an occupational health and safety environment. Computer literate. Valid driver's licence. Competencies and attributes: Knowledge of Occupational Injuries and Diseases Act (COIDA). Knowledge of Public Service Regulations. Knowledge of collective agreements with regard to occupational injuries and diseases. Knowledge of DPSA Circulars with regard to occupational injuries and diseases. Knowledge of Occupational Injuries and Diseases statistics. DCS employee occupational health and safety policy and processes. Labour Relations Act. HR Mandates regarding occupational injuries and diseases.

		Policy analysis, monitoring, evaluation and implementation. Information collection, analysis, interpretation, dissemination with regard to occupational injuries and diseases policies, regulations and acts. HR policies related to leave, performance assessment, discipline, grievances, skills development, occupational health & safety, employee wellness, remuneration & allowances, etc. Presentation and communication skills. The ability to access and interpret required management information. Technical report writing. Knowledge of OHS Act. Project management principles. Listening and problem-solving skills. Networking/liaison with stakeholders. Basic Conditions of Employment Act.
<u>DUTIES</u>	:	Manage the administration of occupational injuries and diseases processes within DCS as stipulated by Occupational Injuries and Diseases Act. Coordinate and monitor the implementation of policies and processes pertaining to occupational injuries and diseases. Conduct occupational injuries and diseases research. Ensure that incidents are reported, medical assistance is provided and that the compensation claim process begins as soon as possible. Management of performance information, human resources, finance and assets.
<u>ENQUIRIES</u>	:	National Head Office: Ms NS Khumalo Tel No:(012) 307 2174 or Ms TP Ngobeni Tel No: (012) 305 8589.
<u>NOTE</u>	:	Appointment under the Public Service Act.
<u>POST 39/03</u>	:	<u>HR PRACTITIONER: PLACEMENT ADMINISTRATION REF NO: HO 2026/11/110</u> Directorate: HR Administration and Utilization
<u>SALARY</u>	:	R338 106 per annum
<u>CENTRE</u>	:	National Head Office
<u>REQUIREMENTS</u>	:	National Diploma/Degree in Human Resource Management or relevant qualification. 1-2 years' experience in human resource environment. PERSAL knowledge will be an added advantage. Computer literate. Valid driver's licence. Competencies and attributes: Basic knowledge of HR policies and procedures. LOGIS administration. Understanding of Public Service Regulations. Knowledge of clerical and administrative processes. Basic financial administration. Information collection, analyses, interpretation, dissemination with regard to HR. Placement payment. Listening skills. Numeracy. Knowledge of placement policy and processes. Knowledge of HR mandates on placement payments. Relevant PERSAL functions. Knowledge of the Public Service Regulations and related HR policies and procedures.
<u>DUTIES</u>	:	Administer transfer related benefits at placements. Receive, check and process requests for transfer related benefits: Interim accommodation, removal of furniture, payment of bond fees, payment of the relocation claim, pre-visit. Implementation of policies and procedures. Apply HR placement policies and procedures when dealing with all transfer related benefits. Monitor and follow-up of payments. Keep a register/database of all placement payment requests. Liaise with relevant stakeholders timely processing of payments. Respond to queries from employees regarding their payments. Provide general admin support. Maintain and update records, files and databases related to HR placement payments. Management of performance information, resources, finance and assets.
<u>ENQUIRIES</u>	:	National Head Office: Ms NS Khumalo Tel No: (012) 307 2174 or Ms TP Ngobeni Tel No: (012) 305 8589.
<u>NOTE</u>	:	Appointment under the Public Service Act.

OTHER POSTS

<u>POST 39/04</u>	:	<u>CHAIRPERSON</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>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: Cradock Ref No: EC 2026/10/01, [Re-advertisement] Lusikisiki Ref No: EC 2026/10/02 Mthatha Ref No: EC 2026/10/03, [Re-advertisement]

Sada Ref No: EC 2026/10/04, [Re-advertisement]
St Albans Ref No: EC 2026/10/05, [Re-advertisement]

Gauteng Region:

Baviaansport Ref No: GP 2026/10/01
Johannesburg Ref No: GP 2026/10/02
Kgoši Mampuru II Ref No: GP 2026/10/03 [X2 Posts]
Modderbee Ref No: GP 2026/10/04
Zonderwater Ref No: GP 2026/10/05]

Limpopo, Mpumalanga and North West Region:

Klerksdorp Ref No: LMN 2026/10/01
Barberton Ref No: LMN 2026/10/02
Witbank Ref No: LMN 2026/10/03

Western Cape Region:

Drakenstein Ref No: WC 2026/10/01
Goodwood Ref No: WC 2026/10/02
Overberg Ref No: WC 2026/10/03
Pollsmoor Ref No: WC 2026/10/04

REQUIREMENTS

: A recognized 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 collegiately 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 which summarizes 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, organizational 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.

DUTIES

: 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 judgements 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, facilitate invitation of victims to hearings including court attendance as a result of litigation by offenders.

ENQUIRIES

: **Eastern Cape Region:** Ms Myataza Z Tel No: (043) 706 7866/Ms Mgugudo N Tel No: (043) 706 7882.
Gauteng Region: Ms Mongwai EN Tel No: (012) 420 0174/Ms Feni SAP Tel No: (012) 420 0173/ (012) 420 0179.
Limpopo, Mpumalanga and North West Region: Mr Buthelezi Z Tel No: (012) 306 2025/Ms Nomvela PM Tel No: (012) 306 2033/Ms Lekhuleni TD Tel No: (012) 306 2034.

NOTE

Western Cape Region: Ms NA Mdladlamba Tel No: (021) 550 6014/Ms A Reddy Tel No: (021) 559 7929/Mr S Sikisazane Tel No: (021) 558 0108/Ms NC Sotyibi Tel No: (021) 558 0518.

For re-advertised posts: Candidates who previously applied need to re-apply. 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) accessible on the link below 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. 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. The Department of Correctional Services reserves the right not to fill these posts. Persons with disabilities are encouraged to apply. 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. The Department of Correctional Services reserves the right not to fill these posts.

APPLICATIONS

Interested candidates should submit complete applications online at <https://careers.dcs.gov.za/>. Emailed, post or hand delivered applications will not be considered.

CLOSING DATE

16 November 2026 @ 15h45.

POST 39/05

VICE-CHAIRPERSON

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

SALARY

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.

CENTRES

Eastern Cape Region:

Amathole [Ref: EC 2026/10/06] [Re-advertisement]

Cradock Ref No: EC 2026/10/07, [Re-advertisement]

Kirkwood Ref No: EC 2026/10/08, [Re-advertisement]

Lusikisiki Ref No: EC 2026/10/09

Sada Ref No: EC 2026/10/10, [Re-advertisement]

St Albans Ref No: EC 2026/10/11, [Re-advertisement]

Gauteng Region:

Boksburg Ref No: GP 2026/10/06

Kgoši Mampuru II Ref No: GP 2026/10/07

Modderbee Ref No: GP 2026/10/08

Zonderwater Ref No: GP 2026/10/09

Limpopo, Mpumalanga and North West Region:

Barberton Ref No: LMN 2026/10/04

Klerksdorp Ref No: LMN 2026/10/05

Western Cape Region:

Brandvlei Ref No: WC 2026/10/05

Breede River Ref No: WC 2026/10/06

Drakenstein Ref No: WC 2026/10/07

Goodwood Ref No: WC 2026/10/08

Overberg Ref No: WC 2026/10/09

Voorberg Ref No: WC 2026/10/10

West Coast Ref No: WC 2026/10/11

REQUIREMENTS

: 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.

DUTIES

: 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 work collaboratively in making judgements about the available evidence and formulate a concise and structured summary of relevant factors to aide 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.

ENQUIRIES

: **Eastern Cape Region:** Ms Myataza Z Tel No: (043) 706 7866/Ms Mgugudo N Tel No: (043) 706 7882
Gauteng Region: Ms Mongwai EN Tel No: (012) 420 0174/Ms Feni SAP Tel No: (012) 420 0173/ (012) 420 0179
Limpopo, Mpumalanga and North West Region: Mr Buthelezi Z Tel No: (012) 306 2025/Ms Nomvela PM Tel No: (012) 306 2033/Ms Lekhuleni TD Tel No: (012) 306 2034
Western Cape Region: Ms NA Mdladlamba Tel No: (021) 550 6014/Ms A Reddy Tel No: (021) 559 7929/Mr S Sikisazane Tel No: (021) 558 0108/Ms NC Sotyibi Tel No: (021) 558 0518.

NOTE

: For re-advertised posts: Candidates who previously applied need to re-apply. 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) accessible on the link below 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. 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. The Department of Correctional Services reserves the right not to fill these posts. Persons with disabilities are encouraged to apply. 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. The Department of Correctional Services reserves the right not to fill these posts.
<u>APPLICATIONS</u>	: Interested candidates should submit complete applications online at https://careers.dcs.gov.za/ . Emailed, post or hand delivered applications will not be considered.
<u>CLOSING DATE</u>	: 16 November 2026 @ 15h45.
<u>POST 39/06</u>	: <u>COMMUNITY MEMBER</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>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>	: Gauteng Region: Baviaansport Ref No: GP 2026/10/10 Boksburg Ref No: GP 2026/10/11 Johannesburg Ref No: GP 2026/10/12 Kgoši Mampuru II Ref No: GP 2026/10/13 Leeuwkop Ref No: GP 2026/10/14 Zonderwater Ref No: GP 2026/10/15 Limpopo, Mpumalanga and North West Region: Klerksdorp Ref No: LMN 2026/10/06 Western Cape Region: Brandvlei Ref No: WC 2026/10/12 Breede River Ref No: WC 2026/10/13 Goodwood Ref No: WC 2026/10/14 Pollsmoor Ref No: WC 2026/10/15 West Coast Ref No: WC 2026/10/16 (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>	: 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>	: Gauteng Region: Ms Mongwai EN Tel No: (012) 420 0174/Ms Feni SAP Tel No: (012) 420 0173/ (012) 420 0179 Limpopo, Mpumalanga and North West Region: Mr Buthelezi Z Tel No: (012) 306 2025/Ms Nomvela PM Tel No: (012) 306 2033/Ms Lekhuleni TD Tel No: (012) 306 2034 Western Cape Region: Ms NA Mdladlamba Tel No: (021) 550 6014/Ms A Reddy Tel No: (021) 559 7929/Mr S Sikisazane Tel No: (021) 558 0108/Ms NC Sotyibi Tel No: (021) 558 0518.
<u>APPLICATIONS</u>	: Interested candidates should submit complete applications online at https://careers.dcs.gov.za/ . Emailed, post or hand delivered applications will not be considered.
<u>NOTE</u>	: For re-advertised posts: Candidates who previously applied need to re-apply. 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 of 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) accessible on the link below 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. 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. The Department of Correctional Services reserves the right not to fill these posts. Persons with disabilities are encouraged to apply. 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. The Department of Correctional Services reserves the right not to fill these posts.

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