



The South African Police Service hereby invites unemployed graduates who conform to the requirements for a twelve (12) months Graduate Recruitment Scheme at **Division: Crime Intelligence**. The Graduate Recruitment Scheme is part of the National Human Resource Development Strategy and the National Skills Development Strategy.

**Generic requirements:**

- \*Be a South African citizen;
- \*Must be in possession of National Senior Certificate / Senior Certificate / National Certificate Vocational (level 4);
- \*Must have no previous criminal conviction(s) or case(s) pending;
- \*Applicants must be unemployed, never employed in the field of the advertised post and never participated in an internship program relevant to the field of the post;
- \*Applicants must be residents of the Province where the post is advertised \*Applicants are restricted to apply for only three (3) posts and complete separate application forms for each post reference number.

**Intern categories with minimum requirements:**

**Graduate Intern:** Tertiary Qualification is required (Statement of Results must be attached).

**NB: Stipend for each category will be determined by the Divisional Commissioner Human Resource Development: South African Police Service**

**NATIONAL LEVEL: HEAD OFFICE**

The following posts are advertised for consideration in terms of the Graduate Recruitment Scheme into the South African Police Service.

**Post Analyst Intern (4 posts)**

**Section: Crime Intelligence: Intelligence Analysis & Coordination**

**Location: Head Office Pretoria**

**Ref Number: CI/HQ 01/2024**

**Additional Requirements:**

- \* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology, Criminology, or Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

- \* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; generate proactive intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

**Post: Administrative Intern (1 post)**  
**Section: Supply Chain Management**  
**Location: Head Office Pretoria**

**Ref Number: CI/HQ 02/2024**

**Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\*Assist with rendering supportive duties regarding Supply Chain Management; conducting market research on items per commodity to be procured; obtaining suppliers from Treasury's Centralized Supplier Database (CSD); Verification of applications for completeness and correctness.

**Post: Administrative Intern (1 post)**  
**Section: Human Resource Management**  
**Location: Head Office Pretoria**

**Ref Number: CI/HQ 03/2024**

**Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Human Resource Management / Public Administration and Management / Business Administration / Office Administration / Office Management and Technology / Labour Relations, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\*Assist with: Handling and Maintaining all HRM-related functions; Updating leave registers and leave system; Processing leave applications; Maintaining a filing system; Receiving and registering disciplinary and grievance inquiries of members; Maintaining all HRM registers; Receiving and processing transfer applications; Verifying Performance Enhancement Process information on the PERSAL/PERSAP system; Recruitment and selections process; Process Service terminations and ill health documentation.

**Post: Financial Administrative Intern (1 post)**  
**Section: Financial Administration**  
**Location: Head Office Pretoria**

**Ref Number: CI/HQ 04/2024**

**Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in B Com Accounting / Bachelor of Accounting Sciences in Financial Accounting / B Com in Financial Management / Business Administration / Business Management/ Cost Management and Accounting / Public Finance Management and Administration, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\*Assist with: General administration; Registering correspondence and all related accounting transactions; Compiling monthly payroll certificate; Verification of overtime claims; Safekeeping and proper management of face value book; Ensuring the safekeeping of all transactions supporting documents; Assisting in recovering departmental debts within SAPS; Budgeting and Expenditure; Administration of losses.

## **CRIME INTELLIGENCE: EASTERN CAPE**

**Post:** Admin Intern (1 post)  
**Section:** Supply Chain Management  
**Location:** Zwelitsha

**Ref Number:** CI/EC 05/2024

### **Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. *Computer literacy will be an added advantage.*

### **Core Functions:**

\*Assist with rendering supportive duties regarding Supply Chain Management; Conduct market research on items per commodity to be procured; obtain suppliers from Treasury's Centralized Supplier Database (CSD); Verification of applications for completeness and correctness.

**Post:** Analyst Intern (1 post)  
**Section:** Intelligence Analysis & Coordination  
**Location:** Zwelitsha

**Ref Number:** CI/EC 06/2024

### **Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology, Criminology, or Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

### **Core Functions:**

\* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; generate pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

## **CRIME INTELLIGENCE: FREE STATE**

**Post:** Administrative Intern (1 post)  
**Section:** Supply Chain Management  
**Location:** Bloemfontein

**Ref Number:** CI/FS 07/2024

### **Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. *Computer literacy will be an added advantage.*

### **Core Functions:**

\*Assist with rendering supportive duties regarding Supply Chain Management; Conduct market research on items per commodity to be procured; obtain suppliers from Treasury's Centralized Supplier Database (CSD); Verification of applications for completeness and correctness.

**Post: Analyst Intern (1 post)**  
**Section: Intelligence Analysis & Coordination**  
**Location: Bloemfontein**

**Ref Number: CI/FS 08/2024**

**Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology, Criminology, or Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\* Assist with Collation and consolidation of crime and stability related information in support of analysts with the Division, Crime Intelligence; generate pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

**CRIME INTELLIGENCE: GAUTENG**

**Post: Administrative Intern (1 post)**  
**Section: Supply Chain Management**  
**Location: Johannesburg**

**Ref Number: CI/GP 09/2024**

**Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. *Computer literacy will be an added advantage.*

**Core Functions:**

\*\*Assist with: Rendering supportive duties regarding Supply Chain Management; conducting market research on items per commodity to be procured; obtaining suppliers from Treasury's Centralized Supplier Database (CSD); Verification of applications for completeness and correctness.

**Post: Analyst Intern (1 post)**  
**Section: Intelligence Analysis & Coordination**  
**Location: Johannesburg**

**Ref Number: CI/GP 10/2024**

**Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology, Criminology, or Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; generate pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

## **CRIME INTELLIGENCE: KWA- ZULU NATAL**

**Post:** Administrative Intern (1 post)  
**Section:** Supply Chain Management  
**Location:** Durban

**Ref Number:** CI/KZN 11/2024

### **Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. *Computer literacy will be an added advantage.*

### **Core Functions:**

\*\*Assist with rendering supportive duties regarding Supply Chain Management; conducting market research on items per commodity to be procured; obtaining suppliers from Treasury's Centralized Supplier Database (CSD); Verification of applications for completeness and correctness.

**Post:** Analyst Intern (1 post)  
**Section:** Intelligence Analysis & Coordination  
**Location:** Durban

**Ref Number:** CI/KZN 12/2024

### **Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology, Criminology, or Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

### **Core Functions:**

\* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; Generating of pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; Generating of re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

## **CRIME INTELLIGENCE: LIMPOPO**

**Post:** Administrative Intern (1 post)  
**Section:** Supply Chain Management  
**Location:** Polokwane

**Ref Number:** CI/LP 13/2024

### **Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level. *Computer literacy will be an added advantage.*

### **Core Functions:**

\*\*Assist with rendering supportive duties regarding Supply Chain Management; Conduct market research on items per commodity to be procured; obtain suppliers from Treasury's Centralized Supplier Database (CSD); Verification applications for completeness and correctness.

**Post:** Analyst Intern (1 post)  
**Section:** Intelligence Analysis & Coordination  
**Location:** Polokwane

**Ref Number:** CI/LP 14/2024

**Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology / Criminology/ Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; generate pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

**CRIME INTELLIGENCE: MPUMALANGA**

**Post:** Administrative Intern (1 post)  
**Section:** Supply Chain Management  
**Location:** Nelspruit

**Ref Number:** CI/MP 15/2024

**Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. *Computer literacy will be an added advantage.*

**Core Functions:**

\*\*Assist with: Rendering supportive duties regarding Supply Chain Management; conducting market research on items per commodity to be procured; obtaining suppliers from Treasury's Centralized Supplier Database (CSD); Verification of applications for completeness and correctness.

**Post:** Analyst Intern (1 post)  
**Section:** Intelligence Analysis & Coordination  
**Location:** Nelspruit

**Ref Number:** CI/MP 16/2024

**Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology / Criminology/ Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; generate pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

## **CRIME INTELLIGENCE: NORTHERN CAPE**

**Post:** Administrative Intern (1 post)  
**Section:** Supply Chain Management  
**Location:** Kimberley

**Ref Number:** CI/NC 17/2024

### **Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. *Computer literacy will be an added advantage.*

### **Core Functions:**

\*\*Assist with rendering supportive duties regarding Supply Chain Management; Conduct market research on items per commodity to be procured; obtain suppliers from Treasury's Centralized Supplier Database (CSD); Verification of applications for completeness and correctness.

**Post:** Analyst Intern (1 post)  
**Section:** Crime Intelligence: Intelligence Analysis & Coordination  
**Location:** Kimberley

**Ref Number:** CI/NC 18/2024

### **Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology / Criminology/ Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

### **Core Functions:**

\* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; generate pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

## **CRIME INTELLIGENCE: NORTH WEST**

**Post:** Administrative Intern (1 post)  
**Section:** Supply Chain Management  
**Location:** Potchefstroom

**Ref Number:** CI/NW 19/2024

### **Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. *Computer literacy will be an added advantage.*

### **Core Functions:**

\*\*Assist with rendering supportive duties regarding Supply Chain Management; Conduct market research on items per commodity to be procured; Obtain suppliers from Treasury's Centralized Supplier Database (CSD); Verification applications for completeness and correctness.

**Post:** Analyst Intern (1 post)  
**Section:** Crime Intelligence: Intelligence Analysis & Coordination  
**Location:** Potchefstroom

**Ref Number:** CI/NW 20/2024

**Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology / Criminology/ Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; generate pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.

**CRIME INTELLIGENCE: WESTERN CAPE**

**Post:** Administrative Intern (1 post)  
**Section:** Supply Chain Management  
**Location:** Bishop Lavis

**Ref Number:** CI/WC 21/2024

**Additional Requirements:**

\*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. *Computer literacy will be an added advantage.*

**Core Functions:**

\*\*Assist with rendering supportive duties regarding Supply Chain Management; conducting market research on items per commodity to be procured; obtaining suppliers from Treasury's Centralized Supplier Database (CSD); Verification of applications for completeness and correctness.

**Post:** Analyst Intern (1 post)  
**Section:** Crime Intelligence: Intelligence Analysis & Coordination  
**Location:** Bishop Lavis

**Ref Number:** CI/WC 22/2024

**Additional Requirements:**

\* Be in possession of an applicable three (3) year National Diploma / Degree in Sociology / Criminology/ Political Science, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level or relevant qualification in the field of the post.

**Core Functions:**

\* Assist with Collation and consolidation of crime and stability-related information in support of analysts with the Division, Crime Intelligence; generate pro-active intelligence reports/products (threat and risk assessments and early warnings) on crime and stability issues with SAPS; generate re-active intelligence reports/products (profiles and intelligence analysis) on crime and stability issues within SAPS.



## GENERAL:

- Only the official application form for the internship programme (**available on the SAPS website**) will be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application.
- The post particulars and reference number of the post must be correctly specified on the application form.
- A Curriculum Vitae must be submitted together with the application form.
- **Uncertified copies of an applicant's ID document, National Senior Certificate and all post school educational qualifications with statement of results obtained must also be submitted and attached to every application. No faxed or e-mailed applications will be considered.**
- All short-listed candidates will be subjected to fingerprint screening.
- Applications must be mailed timeously. Late applications will not be accepted or considered. The closing date for all applications is **2024-05-17**.
- If an applicant is short-listed, it can be expected of him/her to undergo a personal interview. Short-listed applicants may be subjected to security clearance.
- Correspondence will be conducted with successful interns only. If you have not been contacted within 2 months after the closing date of this advertisement, please accept that your application was unsuccessful.
- The South African Police Service is under no obligation to fill a post after advertisement thereof.
- A stipend will be paid according to proof of relevant qualification.
- Recommended candidates will be expected to sign a 12-month internship contract.
- The Graduate Recruitment Scheme in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

## ENQUIRIES:

Lt. Col Y. Niemann, Tel no (012) 360 1346  
AC M Motau, Tel no (012) 360 1458

## APPLICATIONS POSTED:

### HEAD OFFICE:

The Divisional Commissioner: Crime Intelligence, Private Bag X301, Pretoria, 0001 (For Att. Lt. Col. Niemann)

### LIMPOPO:

The Provincial Head: Crime Intelligence, Private Bag X9702, Polokwane, 0700 (For Att. Capt. Nepgen)

### EASTERN CAPE:

The Provincial Head: Crime Intelligence, Private Bag X7471, Zwelitsha, 5608 (For Att. Lt. Col. Linden)

### FREE STATE:

The Provincial Head: Crime Intelligence, Private Bag 20521, Bloemfontein, 9300 (For Att. Lt. Col. Msindo)

### GAUTENG:

The Provincial Head: Crime Intelligence, PO Box 30607, Braamfontein, 2017 (For Att. Lt. Col. Ngcenwa)

### MPUMALANGA:

The Provincial Head: Crime Intelligence, Private Bag X11323, Nelspruit, 1200 (For Att. Lt. Col. Lukhele)

**NORTHERN CAPE:**

The Provincial Head: Crime Intelligence, Old United Building, Cnr Chapel & Du Toitspan Road, Kimberley, 8301 (For Att. Col. Malope)

**NORHT WEST:**

The Provincial Head: Crime Intelligence, Private Bag X1260, Potchefstroom, 2531 (For Att. Lt. Col. Phakedi)

**KWAZULU-NATAL:**

The Provincial Head: Crime Intelligence, Private Bag X54320, Durban, 4000 (For Att. Col. Mkhize)

**WESTERN CAPE:**

The Provincial Head: Crime Intelligence, PO Box 17519, Bishop Lavis, 7465 (For Att. Lt. Col. McDonald)

**APPLICATIONS HAND DELIVERED:****HEAD OFFICE:**

463 Prieska Street, Erasmuskloof, Pretoria, 0153 (For the attention of Lt. Col. Niemann)

**LIMPOPO:**

Old TPA Building, Cnr Market & Jorisson Streets, Polokwane (For Att. Capt. Nepgen)

**EASTERN CAPE:**

Old Griffiths Mxenge Building, 1 Buffalo Road, Zwelitsha (For Att. Lt. Col. Linden)

**FREE STATE:**

Fountain Building, Cnr Aliwal & Fountain Streets, Bloemfontein (For Att. Lt. Col. Msindo)

**GAUTENG:**

Old JSE Building, 17 Diagonal Street, 9<sup>th</sup> Floor, New Town, Johannesburg (For Att. Lt. Col. Ngcwenwa)

**MPUMALANGA:**

Old Standardbank Building, 31 Brown Street, 4<sup>th</sup> Floor, Nelspruit (For Att. Lt. Col. Lukhele)

**NORHTERN CAPE:**

Old United Building, Cnr Chapel & Du Toitspan Road, Kimberley (For Att. Col. Malope)

**NORTH WEST:**

Santam Trust Building, 41 Nelson Mandela Drive, Potchefstroom (For Att. Lt. Col. Phakedi)

**KWAZULU-NATAL:**

Servamus Building, 15 Bram Fischer Road, Durban (For Att. Col. Mkhize)

**WESTERN CAPE:**

Disa Court, 100 Myrtle Road, Bishop Lavis (For Att. Lt. Col. McDonald)

**We welcome applications from persons with disAbilities**

