



The South African Police Service hereby invites unemployed graduates who conform to the requirements for a twelve (12) month graduate's scheme programme at **National Head: Directorate for Priority Crime Investigation**. 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 or equivalent (NCV L4)
- *Must have no previous criminal conviction(s) or case(s) pending
- *Applicants must be unemployed, never employed in field of the advertised post and never participated in an internship programme in the relevant to the field of the post
- *Applicants must be residents of the Province where the post is advertised (**proof of residential address to be attached**)
- *Applicants are restricted to apply for only three (3) positions (complete separate application form for each post reference number)

Intern categories with minimum requirements:

Graduate Intern: Tertiary Qualification is required

Student Intern: Practical experience is required by the tertiary institution in order for the learner finalise qualification (letter from the institution must be attached)

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

NATIONAL LEVEL: HEAD OFFICE

The following posts are advertised to be considered as part of the Graduate Recruitment Scheme programme into the South African Police Service.

Post : Digital Forensic Expert (Online Investigation) Interns
Section: Cybercrime Investigation
Location: Pretoria, DPCI Head Office
Ref Number: DPCI 01/2019 (X6 posts)

Additional Requirements:

*Be in possession of NQF 6 or higher qualification in Computer Science / Computer and Application Development / Information Technology (IT), Software Development, Information Systems or other related field of study. Postgraduate qualification will be an added advantage

Core Functions:

Assist in Conducting Open Source investigations. Social Media platform analysis and investigations. Mobile and Computer Application analysis and investigations. Online Profiling. Social Engineering investigations. Social Network Analysis. Coding and programming. Drafting reports with regards to the results of an investigation. Drafting progress reports to management.

Post : Financial Investigation Intern
Section: Financial Investigation
Location: Pretoria, DPCI Head Office
Ref Number: DPCI 02/2019 (X4 posts)

Additional Requirements:

*Be in possession of a NQF 6 or higher in Accounting or Finance / Accounting or Finance / in Accounting or Finance or other related field of study. Postgraduate qualification will be an added advantage. Be computer literate.

Core Functions:

Assist in Conducting of Financial Analysis pertaining to financial investigation. Analyse bank statement using excel. Analyse financial reports. Identify trends, modus operandi and red flags on bank statements analysed. Preparing spreadsheets, graphs and charts to help illustrate financial trends. Prepare, review a variety of complex financial data. Compile a detailed statement of investigation conducted with financial findings. Liaise with financial investigators. Presenting financial analysis findings to the commander. Execution and adhering to policy standards and procedures pertaining to financial investigations. Assist with general administration duties on investigation conducted by the group and or Section.

Post : Public Administration Intern
Section: Asset Forfeiture Investigation
Location: Pretoria, DPCI Head Office
Ref Number: DPCI 03/2019 (X4 Posts)

Additional Requirements:

* Be in possession of NQF 6 or higher qualification in Public Administration or other related field of study. Postgraduate qualification will be an added advantage. Be computer literate.

Core Functions:

Consult with managers to understand the specific kind of activities, particularly methods, processes, procedures, or techniques that are utilised in the Section: Asset Forfeiture Investigation.

Determine how the various functions of the Section depend on one another and to propose changes. Produce and present new ideas and concepts to managers pertaining to office management inclusive of human, logistical and financial resources. Undertakes the responsibility for achieving certain objectives through these efforts. Access and implement effective communication between Head Office and Provincial Offices. Be sensitive to the needs and motivations of employees in the Section: Asset Forfeiture Investigation to the outcomes of various courses of action. Be expected to assist with office administration in general such as the handle mail and ensuring that the office equipment and stationary are attended to. Organising and storing paperwork and computer-based information. Updating and maintaining systems pertaining to case management and render assistance with training. Advice management on areas where inadequate measures exist to mitigate risks

Post : Forensic Accounting Intern
Section: Forensic Accounting Investigation
Location: Pretoria, DPCI Head Office
Ref Number: DPCI 04/2019 (X4 posts)

Additional Requirements:

*Be in possession of NQF 6 or higher qualification in Commerce, Accounting, Internal Audit or Cost and Management Accounting or other related field of study. Postgraduate qualification will be an added advantage. Be computer literate.

Core Functions:

Assist in conducting of forensic audit/investigations in accordance with the investigation methodology and within the determined time frames; assist in drafting the report on the results of the investigation; Liaise with other State law enforcement agencies on the reported cases; advice management on areas where inadequate measures exist to mitigate risks Assist in drafting progress reports to management; Perform ad hoc assignments as when requested by management; Assist in co-ordinating the forensic audit assignments with other units within the Department, including Internal Audit; Represent the Department in the criminal or civil recovery processes; Assist in the formulation of disciplinary charges.

GENERAL:

- 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 and ***proof of residence.**
- Certified copies of an applicant's ID document, Senior Certificate and all post school educational qualifications obtained must also be submitted and attached to every application. Certified copies should not be older than 3 months. No faxed or e-mailed applications will be considered ***only certificate of qualifications will be accepted, and not a statement of results.**
- 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 **2019-05-15**
- 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.
- Graduate scheme program in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment

ENQUIRIES:

Lt Colonel TR Mothapo: Tel no. (012) 846 4045 / 071 481 2511
PPO SW Seimela; PPO NT Mogakala Tel no. (012) 846 4332 /4318

APPLICATIONS POSTED:

The Sub-Section Commander: HRD; Directorate for Priority Crime Investigation (DPCI); Private Bag X1500, Silverton, 0127.
(For attention Lieutenant Colonel TR Mothapo)

APPLICATIONS HAND DELIVERED:

Directorate for Priority Crime Investigation (DPCI): **No 1 Cresswell Road; Promat Building; 0127**

We welcome applications from persons with disAbilities 