



The South African Police Service hereby invites unemployed graduates who conform to the requirements for a twelve (12) month graduate's scheme programme at **Division: Technology Management Services**. 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 for the consideration of the Graduate Scheme Programme into the South African Police Service.

Post	: Intern		
Section	: Radio Technical Unit		
	: TMS Provincial Office: KZN	Ref Number	: TMS 01/2019 x 2 posts
	: TMS Provincial Office: Free State	Ref Number	: TMS 02/2019 x 2 posts
	: TMS Provincial Office: Gauteng	Ref Number	: TMS 03/2019 x 2 posts
	: TMS Provincial Office: Limpopo	Ref Number	: TMS 04/2019
	: TMS Provincial Office: Eastern Cape	Ref Number	: TMS 05/2019
	: TMS Provincial Office: North West	Ref Number	: TMS 06/2019
	: TMS Provincial Office: Mpumalanga	Ref Number	: TMS 07/2019
	: TMS Provincial Office: Western Cape	Ref Number	: TMS 08/2019
	: TMS Provincial Office: Northern Cape	Ref Number	: TMS 09/2019

Additional Requirements:

- *Be in possession of a N6 certificate in Electrical Engineering/ NQF level 6 or higher qualification in Electrical Engineering (Light Current).

Core Functions:

*Installation, Testing, Maintenance and Refurbishment of: Radio Communications Equipment, Two way radio in vehicles, buildings and radio infrastructure sites, Microwave Network installations. Radio Communications Infrastructure. Radio Towers and radio communication shelters. Radio Antenna installations. (Working at height). Diesel and solar power installations. Radio Site Security installations, Alarm systems, Electric fences etc. CCTV Systems, CCTV Cameras and CCTV Cabling Systems, Video Storage Systems. *The functions include job related administration-job card and productivity management records completion and

occupational health and safety administration. *Functions at specific postings will vary within the above as per SAPS needs at the specific position.

Post : Intern
Section : Human Resource Management
Location : Head Office, Pretoria
Ref Number : TMS 10/2019

Additional Requirements:

*Be in possession of NQF level 6 or higher qualification in Human Resource Management, Labour Relations, Work Study, Public Admin, and Management Training, Labour Law or relevant qualification postgraduate will be an added advantage.

Core Functions:

Administer correspondence and files. Administer Human Resource Management support functions.

Post : Intern
Section : Financial and Admin Services
Location : Head Office, Pretoria
Ref Number : TMS 11/2019

Additional Requirements:

*Be in possession of NQF level 6 or higher qualification in Accounting, Cost and Accounting Management. Postgraduate will be an added advantage.

Core Functions:

Administer correspondence and files. Administer Financial and Administration Services support functions.

Post : Intern (x 2 posts)
Section : Hosting & EUE Management
Location : Head Office, Pretoria
Ref Number : TMS 12/2019

Additional Requirements:

* Be in possession of NQF level 6 or higher qualification in Information Technology. Postgraduate will be an added advantage.

Core Functions:

To provide LAN and desktop support to clients to ensure continuous system availability in line with the signed service level agreement (SLA) (Customer). To build and maintain client and stakeholder relationships to retain business as well as ensure improved customer satisfaction (Customer). To ensure that all queries/calls received from clients are timely resolved in accordance to SLA timeframes (Customer). To carry out all administrative duties relating to area of responsibility for operational efficiency (Internal Business Processes). To ensure regular reporting to relevant stakeholders on the progress of projects for effective and informed decision making (Customer, Financial). To keep abreast of developments within own field for improved service delivery (Learning & Growth).

Post : Intern (ID systems)
Section : Crime Investigations System Management
Location : Head Office, Pretoria
Ref Number : TMS 13/2019

Additional Requirements:

* Be in possession of NQF level 6 or higher qualification in Information Technology. Postgraduate will be an added advantage.

Core Functions:

Administer the procurement of software/hardware within the business areas of Identification Services. Render administrative support function within the environment. Receive files and documents and forward to the relevant Head / System manager / Section Commander. Dispatch files and documents and record outgoing correspondence. Draft and type documents for environment.

Post : Intern (Detective systems)
Section : Crime Investigations System Management
Location : Head Office, Pretoria
Ref Number : TMS 14/2019

Additional Requirements:

* Be in possession of NQF level 6 or higher qualification in Information Technology. Postgraduate will be an added advantage.

Core Functions:

Render dedicated first line user support with regard to various systems within Sub-Section: Detective Service Systems environment. Assist with the acquisition of IS/ICT equipment needed by Division: Detective Service. Provide the user support for all systems within Sub-Section Detective Services Systems. Assist the development, implementation and support of systems within Sub-Section: Detective Services Systems environment. Assist with systems testing, training and updating of system manuals. Attendance of Change Control Board (CCB) meetings between SAPS, SITA other service providers. Prepare monthly RFS report executed by Detective Services Systems. Administer the acquisition of Digital Forensic Data Extraction software and equipment for Division: Detective Service. Assist with certification of invoices on POLFIN for Sub-Section Detective Services Systems. Assist with uploading and monthly updating of project plans on MyTMS portal of Sub-Section: Detective Services Systems. Maintenance of Software License Register and ensuring timeous renewal of licences due to expire. Assist with the management of consultants, contractors, contracts and Service Level Agreements from SITA and other service providers. Assist the environment with effective and efficient management of human resources, logistical, information, administration and financial resources.

Post : Intern (Business & IS Architecture Management)
Section : Enterprise Architecture Management
Location : Head Office, Pretoria
Ref Number : TMS 15/2019

Additional Requirements:

* Be in possession of NQF level 6 or higher qualification in Information Technology. Postgraduate will be an added advantage.

Core Functions:

To define the strategies and design for repository deployment, Developing and implementing an indexing and version control standard for repository. Maintaining and quality-checking document standards and conducting quality checks on submissions. Planning of the repository organization. Managing access to repository. Maintaining profiles and privileges of the repository users. Maintaining work flows in the repository. Ensuring current versions of the software is available and implemented answering general inquiries, fulfilling requests, and serving as first point of contact for technical support related to the IR; provide first line technical support to the repository users.

Post : Intern (Information security Management)
Section : Enterprise Architecture Management
Location : Head Office, Pretoria
Ref Number : TMS 16/2019

Additional Requirements:

* Be in possession of NQF level 6 or higher qualification in Information Technology. Postgraduate will be an added advantage.

Core Functions:

Identify, classify and prioritize vulnerabilities in IS/ICT Infrastructure. Develop treatment plans for vulnerabilities. Monitor progress on treatment plans. Prepare reports and present recommendations. Utilize security solutions to protect the Network.

Post : Intern
Section : Crime Admin Systems Management
Location : Head Office, Pretoria
Ref Number : TMS 17/2019

Additional Requirements:

* Be in possession of NQF level 6 or higher qualification in Information Technology or any other related qualification. Postgraduate will be an added advantage.

Core Functions:

Receiving Medium Term Expenditure Framework (MTEF) planning documents and project schedules from system managers, and Verifying that planned deliverables on MTEF correlate with the project schedules. Update project schedules and MTEF after discussions with Section Head. Monitor project schedules monthly and quarterly and obtain progress from system managers. Verify that feedback from system managers correlates with the planned deliverables and timeframes as per the project schedules. Facilitate the process of project change control applications as directed by the Section Head Crime Systems. Consolidate feedback on Projects Schedules / MTEF plans ensuring that system managers adhere and comply with deadlines. Receive weekly update from system managers on all projects and budget expenditure on all IJS/CJS/Ring fenced and SLA projects, consolidate and present to Section Head for discussions. Update and submit to PMO. Facilitate the weekly IJS/CJS projects accountability meetings, and recording project risks, challenges deviations etc. provide support to System

Managers in facilitating processes, completing documentation to assist with project problems. Prepare all project related correspondence as advised by the Section Head. Compile quarterly presentations on project feedback ensuring that submission from System Managers correlates with the planned deliverables and progress reported to the PMO for each month in the quarter.

Post : Intern
Section : Networks Infrastructure Management
Location : Head Office, Pretoria
Ref Number : TMS 18/2019

Additional Requirements:

* Be in possession of NQF level 6 or higher qualification in Information Technology or any other related qualification. Postgraduate will be an added advantage.

Core Functions:

Assist and learn the administrative of service elements for the Networks SLA pertaining to Network Capacity Planning and Dataline Management. Assist and learn administrative duties pertaining to Network Capacity Planning and Dataline Management. Assist and learn with administrative duties pertaining Virtual Private Network (VPN). Learn Skills in regard to rendering IT Service and Project Management.

GENERAL:

- Only the official application form for the Graduate Recruitment Scheme (**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 indicated 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 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 Recruitment Scheme in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

ENQUIRIES:

Lieutenant Colonel Matsomane: Tel no. (012) 432 7194

Captain Xoko: Tel no. (012) 432 7709

APPLICATIONS POSTED OR HAND DELIVER TO:

Head Office: (For att Lt Col MS Matsomane)

Postal Address:

Division: Technology Management Services, Private Bag X22, Hatfield, 0028.

Hand delivery:

Office No. PPS 138/147, Tulbach Park Building
Cnr. Stanza Bopape (Church) and Jan Shoba (Duncan) Streets
Hatfield, Pretoria

North West: (For att Lt Col A Lacock)

Postal address:

Private Bag X801
Potchefstroom
2520

Hand Delivery:

The Meent Building, Room 321
123 Peter Mokaba Street,
Potchefstroom

Limpopo (For att Lt Col TB Nghonyama)

Postal Address:

Private Bag X9507
Polokwane
0699

Hand Delivery:

116A Blaawberg
Ladine, Polokwane

Northern Cape (For att Lt Col BJ Du Plessis)

Postal Address:

Hand Delivery:

Office No. 57 / 62
SCM Building (Old Monate Meat Building)
Cnr. Compound & Stockdale Streets, **Kimberley**

KZN (For att Lt Col DM Taljaard)

Post Address:

P.O Box 1965
Durban, 4000

Hand Delivery:

Office 1527, Servamus Building, 15 floor
15 Bram Fischer Road, Durban

Western Cape (For att Lt Col C Oosthuizen)

Postal Address:

P.O Box 9004
Cape Town
8000

Hand Delivery:

25 Alfred Street
Greenpoint
Cape Town

Eastern Cape (For att Lt Col Pretorius)

Postal Address:

Private Bag X7471
King Williams Town
5600

Hand Delivery:

Old Griffiths Mxenge Building
Buffalo Street
King Williams Town

Mpumalanga (For att Lt Col Ngcobo)

Postal Address:

Private Bag X11299
Nelspruit, 1200

Hand Delivery:

12 & 14 Jones Street, Prov Office, "B" Block
Nelspruit

Gauteng (for att Lt Col Buckle)

Postal Address:

Private Bag X57, Braamfontein
2017

Hand Delivery:

16 Empire Road, Parktown, JHB

Free State (For att Lt Col AA Van Der Westhuizen)

Postal Address:

Private Bag X20501
Bloemfontein
9300

Hand Delivery:

9 Fedsure Building
Charlotte Maxeke Street
Bloemfontein
9301

We welcome applications from persons with disAbilities 