The South African Police Service hereby invites unemployed graduates who conform to the requirements for a twelve (12) months Graduate Recruitment Scheme at National Office: Directorate Priority Crime Investigation (DPCI). 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 field of the advertised post and never participated in an internship programme relevant to the field of the post;
* Proof of residential address to be attached;
* Applicants are restricted to apply for only three (3) positions 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).

**Student Intern:** Practical experience required by the Tertiary Institution in order for learners to finalise their qualification (letter from the Institution must be attached).

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

**NATIONAL AND PROVINCIAL LEVEL**

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

**NATIONAL LEVEL**

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<th>Post</th>
<th>Financial Investigation Intern (3 posts)</th>
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<td>Section</td>
<td>Financial Investigations</td>
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<tr>
<td>Location</td>
<td>Head Office, Pretoria</td>
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<tr>
<td>Ref Number</td>
<td>DPCI INT 01/2020</td>
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**Additional Requirements:**

* Be in possession of an applicable Degree in Forensic Investigation/ Financial Accounting/ Cost and Management Accounting/ Internal Auditing/ Law or Police Science, recorded on the National Learner Record Database (NLRD) on at least a NQF 7 or higher level or relevant qualification in the field of the post.

**Core Functions:**

* Assist with: Conducting of Financial Analysis pertaining to financial investigation; Analysing bank statements using excel; Analysing financial reports; Identify trends, modus operandi and red flags on bank statements analysed; Preparing spreadsheets, graphs and charts to help illustrate financial trends; Preparing, reviewing a variety of complex financial data; Compiling a detailed statement of investigation conducted with financial findings; Liaising with financial investigators; Presenting financial analysis findings to the commander; Execution and adhering to policy standards and procedures pertaining to financial investigations; General administration duties on investigation.
Post: Financial Investigation Intern (3 posts)
Section: Financial Investigations
Location: Kwa-Zulu Natal: Pietermaritzburg
Ref Number: DPCI INT 02/2020

Additional Requirements:
*Be in possession of an applicable Degree in Forensic Investigation/ Financial Accounting/ Cost and Management Accounting/ Internal Auditing/ Law or Police Science, recorded on the National Learner Record Database (NLRD) on at least a NQF 7 or higher level or relevant qualification in the field of the post.

Core Functions:
*Assist with: Conducting of Financial Analysis pertaining to financial investigation; Analyse bank statements 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: Administrative Intern (2 posts)
Section: Management Information and Strategic Planning
Location: North West: Klerksdorp
Ref Number: DPCI INT 03/2020

Additional Requirements:
*Be in possession of an applicable three (3) year National Diploma / Degree in Information Science / Management Services / Information Resource Management / Business and Information Management / Strategic Management / Policing, 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: Coordination and facilitation of strategic planning; Management within the Directorate; Coordinate the quarterly, semester and annual performance reports of the province; Effective coordination and implementation of the organisation’s crossing strategies; Facilitate the coordination and evaluation of research proposals within the Directorate; Develop and maintain database; Keep and maintain the filling system of the section daily; Coordinate IT support request of service (RFS) within the province; Compile management information report.

Post: Registry Intern (2 posts)
Section: Finance and Administration Services
Location: North West: Klerksdorp
Ref Number: DPCI INT 04/2020

Additional Requirements:
*Be in possession of an applicable three (3) year National Diploma / Degree in Archive and Records Management / Public Administration and Management / Business Administration / Office Administration / Office Management and Technology/, 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: Records and filling system within the province; Deal with incoming and outgoing posts within the DPCI; Manage requests for access to information within the province; Deal with administration and logistical resource of the section.
Post: Administrative Intern (2 posts)
Section: Supply Chain Management
Location: North West: Klerksdorp
Ref Number: DPCI INT 05/2020

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 or relevant qualification in the field of the post.

Core Functions:
Assist with: Procurement and logistical support within the sub section; Supply Chain Management; Administer monthly return on procurement reform; Administer the payment process of the services and or expendable items; Managing resource allocated to on a daily basis; Administer adhoc logistical tasks as per directive; Administer demand management functions.

Post: Administrative Intern (2 posts)
Section: Communication Services
Location: North West: Klerksdorp
Ref Number: DPCI INT 06/2020

Additional Requirements:
*Be in possession of an applicable three (3) year National Diploma / Degree in Marketing Management / Communication / Public 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: Administrative functions and services to the section; Monitor flow of correspondence within the section; With all media enquiries directed to the Section; Upholding the confidentiality of all classified documents and perform any functions as assigned; Marketing the image of the DPCI through exhibitions and awareness campaigns.

Post: Financial and Forensic Investigator Intern (2 posts)
Section: Priority Crime Specialized Investigation
Location: North West: Klerksdorp
Ref Number: DPCI INT 07/2020

Additional Requirements:
*Be in possession of an applicable Degree in Forensic Investigation/ Financial Accounting/ Cost and Management Accounting/ Internal Auditing/ Law or Police Science, recorded on the National Learner Record Database (NLRD) on at least a NQF 7 or higher level or relevant qualification in the field of the post.

Core Functions:
Assist with: Analysing of financial statements; Bank records and government data bases; Analysing complex financial documents; Drafting of subpoenas, other sources to identify fraud/ instances of financial crime; Conducting interviews with suspects/ witnesses; Downloading the information for the server for court purposes.
Post: Financial and Forensic Investigator Intern (4 posts)
Section: Serious Corruption Investigation
Location: Northern Cape: Kimberley
Ref Number: DPCI INT 08/2020

Additional Requirements:
* Be in possession of an applicable Degree in Criminal Justice /Forensic Investigation/ Financial Accounting/ Cost and Management Accounting/ Law or Police Science, recorded on the National Learner Record Database (NLRD) on at least a NQF 7 or higher level or relevant qualification in the field of the post.

Core Functions:
Assist with: Analysing of financial statements; Bank records and government data bases; Analysing complex financial documents; Drafting of subpoenas, other sources to identify fraud/ instances of financial crime; Conducting interviews with suspects/ witnesses; Downloading the information for the server for court purposes.

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 specified on the Application Form.
- An updated Curriculum Vitae must be submitted together with the application form.
- Certified 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. Certified copies should not be older than 6 months. No faxed or e-mailed applications will be considered.
- Applications must be posted/hand delivered timeously. Late applications will not be accepted or considered. The closing date for all applications is 2020-02-28.
- All short-listed candidates will be subjected to fingerprint screening.
- All short-listed candidates will undergo a personal interview. Short-listed applicants may be subjected to vetting.
- Correspondence will be conducted with successful candidates only. If you have not been contacted within 4 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.
- Recommended candidates will be expected to sign a 12 months Internship Contract.
- Graduate Recruitment Scheme in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

ENQUIRIES:
Colonel BT Davenport: Tel no. (012) 846 4108 / 0827787610
PPO SW Seimela; PPO NT Mogakala Tel no. (012) 846 4332 /4318

APPLICATIONS POSTED:
The Section Commander: HRD; Directorate for Priority Crime Investigation (DPCI); Private Bag X1500, Silverton, 0127. (For attention Colonel BT Davenport)

APPLICATIONS HAND DELIVERED:
Directorate for Priority Crime Investigation (DPCI): No 1 Cresswell Road; Promat Building; Silverton; 0127

We welcome applications from persons with disAbilities