



The South African Police Service hereby invites unemployed graduates who conform to the requirements for a twelve (12) months Graduate Recruitment Scheme at **Province: Northern Cape**. 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 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) posts and complete a separate application form for each post reference number.

Intern categories with minimum requirements:

**Graduate Intern:** Tertiary Qualification is required

**Student Intern:** Practical experience required by the Tertiary Institution in order for learners to finalise their qualification ((letter from the Institution not older than two (2) years must be attached)).

**NB: STIPEND FOR EACH CATEGORY WILL BE DETERMINED BY THE DIVISIONAL COMMISSIONER HUMAN RESOURCE DEVELOPMENT: SOUTH AFRICAN POLICE SERVICE.**

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

**Post : Legal Administrative Intern (1 Post)**

**Section : Provincial Legal Services**

**Location : Provincial Office: Kimberley**

**Ref Number : NCGI 1/2021**

**Additional Requirements:**

Be in possession of a three (3) years Bachelor of Laws Degree/ LLB, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level.

**Core functions:**

\*Assist with: \*Administration duties with regard to the effective handling of labour litigation matters. \*Administration duties in relation to eviction, general and discipline matters/files referred for legal opinion. \*Render administration duties to the Provincial Head Legal Services.

**Post : Psychological Intern (1 Post)**  
**Section : Employee Health and Wellness**  
**Location : Provincial Office: Kimberley**

**Ref Number : NCGI 2/2021**

**Additional Requirements:**

An Honours degree / B Psych degree in Psychology (in one of the acknowledged categories); Registered with the Health Professions Council of South Africa as a Psychometrics or Registered Counsellor and submit proof of valid registration for financial year 2021/2022.

**Core Functions:**

\*Assist with: Identification of psychological, emotional, behavioural or organisational issues and diagnose disorders. Observe, Interview and counsel the victims. Study factors that affect human behaviour. Provide counselling by leading group or individual sessions. Research and identify behavioural or emotion patterns.

**Post : Social Work Intern (1 Post)**  
**Section : Employee Health and Wellness**  
**Location : Provincial Office: Kimberley**

**Ref Number : NCGI 3/2021**

**Additional Requirements:**

Be in possession of BA Social Work Degree and valid registration with the South African Council of Social Service Professions (SACSSP) and paid up fees for the 2021/2022 financial year. Must be prepared to work in a multi-disciplinary team and be able to market Social Work Services. Must be medically, physically and mentally fit. Computer literacy which includes MS Word, MS Power Point and MS Office Outlook will be an added advantage to the applicant.

**Core Functions:**

\*Assist with: Render the advance and complex Police Social Work Services work-focus assessments; Render comprehensive occupational social work to the client system by means of Social Work Service' capacity building programmes (promoted-, work-person- and workplace interventions); Render comprehensive occupational social work services to the client system by means of Restorative Interventions. Render comprehensive occupational social work services to the client system by means of application of Social Work Community Model. Implement the multi-disciplinary approach interventions within the Employee Health and Wellness environment. Execute standard social work administrative practices.

**Post : Sports Management Intern (1 Post)**  
**Section : Human Resource Development:**  
**Location : Provincial Office: Kimberley**

**Ref Number : NCGI 4/2021**

**Additional Requirements**

\*Be in possession of a three (3) year National Diploma / Degree in Sports Management /Sports Science/ Physical Education and Sports Coaching / Sports Administration / Sports Development and 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: \*Co-ordinating physical Fitness assessment; \*Assisting with hosting the SAPS National Championships allocated to the Province; \*Co-ordinate and Administrate sports activities.

**Post : Administrative Graduate Intern (7 Posts)**  
**Section : Human Resource Development:**  
**Location : Provincial Office: Kimberley (2 Posts)**      **Ref Number : NCGI 5/2021**  
Upington HRDC      **Ref Number : NCGI 6/2021**  
De Aar HRDC      **Ref Number : NCGI 7/2021**  
Galeshewe HRDC      **Ref Number : NCGI 8/2021**  
Kuruman HRDC      **Ref Number : NCGI 9/2021**  
Band Kimberley      **Ref Number : NCGI 10/2021**

**Additional Requirements:**

\*Be in possession of a three (3) year National Diploma/Degree in Human Resource Development/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 level or higher. *Computer Literacy will be an added advantage.*

**Core Functions:**

\*Assist with: Administrative duties such as answering telephones, taking messages, typing of letters or emails, printing of emails for distribution, attending meetings, taking and typing of minutes. Render administrative support to the specific component. Keeping databases relevant to the specific component.

**Post : Library Intern (1 Post)**  
**Section : Human Resource Development**  
**Location : Galeshewe HRDC**      **Ref Number : NCGI 11/2021**

**Additional Requirements:**

Be in Possession of a three (3) year National Diploma/Degree in Library and Information Science recorded on the National Learner Record Database (NLRD) on at least a NQF 6.

**Core Functions:**

\*Assist with: \*manage the day to day functioning of the library; \*Promote use of information through user education; Furnish reference, bibliographical and reader's advisory services; \*Perform in depth strategic research and synthesize, analyse, edit and filter information; Communicate positive, professionally and effectively with patrons, \*Updating of loose leaf publication; \*Good understanding of Dewey Decimal Classification System.

**Post : Provincial Vispol (1 Post)**  
**Section : Youth Desk**  
**Location : Provincial Office: Kimberley**      **Ref Number : NCGI 12/2021**

**Additional Requirements:**

\*Be in possession of a Diploma/Degree in Criminology/Policing/Social Sciences/Public Safety recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level.

**Core Functions:**

\*Participate in Social Crime Prevention programmes with special focus on the youth, in collaboration with stations. Consolidate reports of stations social crime prevention programmes.

**Post : Musician Intern (4 Posts)**  
 (Woodwind Instruments e.g. Saxophone, Clarinet, Flute)  
 (Brass Instruments e.g. Trumpet, Trombone, Tuba, Euphonium, French horn)  
 (Rhythm Instruments e.g. Guitar, Bass Guitar, Drum kit, Piano)

**Section : Human Resource Development Band**

**Location : Provincial Office: Kimberley** **Ref Number : NCGI 13/2021**

**Additional Requirements:**

\*Be in a possession of a Grade 6 or higher Practical Certificate in Music from an Accredited Institution. Degree/Diploma in Music recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level. Be willing to undergo a practical audition prior to appointment.

**Core functions:**

\*Play a primary and secondary instrument as circumstances dictate in line with the SAPS mission; \*Participate in practicing and rehearsing individual, in sections, with a group or with a band; \*Perform with the band or any other group within the band; \*Promote and maintain good public relations and inter-relationships, improving the morale and image of the SAPS through the medium of music.

<b>Post</b>	<b>: Graduate Intern (24 Posts)</b>	
<b>Section</b>	<b>: Vispol</b>	
<b>Location</b>	<b>: Mothibistad SAPS</b>	<b>Ref Number : NCGI 14/2021</b>
	<b>Barkly West SAPS</b>	<b>Ref Number : NCGI 15/2021</b>
	<b>Aggeneys SAPS</b>	<b>Ref Number : NCGI 16/2021</b>
	<b>Delportshoop SAPS</b>	<b>Ref Number : NCGI 17/2021</b>
	<b>Van Zylsrus SAPS</b>	<b>Ref Number : NCGI 18/2021</b>
	<b>Galeshewe SAPS</b>	<b>Ref Number : NCGI 19/2021</b>
	<b>Colesberg SAPS</b>	<b>Ref Number : NCGI 20/2021</b>
	<b>Kakamas SAPS</b>	<b>Ref Number : NCGI 21/2021</b>
	<b>Keimoes SAPS</b>	<b>Ref Number : NCGI 22/2021</b>
	<b>Upington SAPS</b>	<b>Ref Number : NCGI 23/2021</b>
	<b>Warrenton SAPS</b>	<b>Ref Number : NCGI 24/2021</b>
	<b>Colesberg SAPS</b>	<b>Ref Number : NCGI 26/2021</b>
	<b>Pofadder SAPS</b>	<b>Ref Number : NCGI 27/2021</b>
	<b>Kuruman SAPS</b>	<b>Ref Number : NCGI 28/2021</b>
	<b>Calvinia SAPS</b>	<b>Ref Number : NCGI 29/2021</b>
	<b>Olifantshoek SAPS</b>	<b>Ref Number : NCGI 30/2021</b>
	<b>Port Nolloth SAPS</b>	<b>Ref Number : NCGI 31/2021</b>
	<b>Prieska SAPS</b>	<b>Ref Number : NCGI 32/2021</b>
	<b>Rosedale SAPS</b>	<b>Ref Number : NCGI 33/2021</b>
	<b>De Aar SAPS</b>	<b>Ref Number : NCGI 34/2021</b>
	<b>Siyathemba SAPS</b>	<b>Ref Number : NCGI 35/2021</b>
	<b>Kathu SAPS</b>	<b>Ref Number : NCGI 36/2021</b>
	<b>Hopetown SAPS</b>	<b>Ref Number : NCGI 37/2021</b>
	<b>Britstown SAPS</b>	<b>Ref Number : NCGI 38/2021</b>

**Additional Requirements:**

\*Be in possession of a Diploma/Degree in Criminology/Policing/Social Sciences/Public Safety recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level.

**Core Functions:**

\*Participate in Social Crime Prevention programmes like awareness campaigns, school safety, community safety and rural safety. Attend Sector and CPF meetings, establishment of sector crime forums, Assist with compilation of Crime Prevention Operational plans, weekly matrix plans. \*Assist with compliance inspections.

<b>Post</b>	<b>: Administrative Graduate Intern (16 Posts)</b>	
<b>Section</b>	<b>: Police Stations (CIMAC Office)</b>	
<b>Location</b>	<b>: Galeshewe SAPS</b>	<b>Ref Number : NCGI 39/2021</b>
	<b>Springbok SAPS</b>	<b>Ref Number : NCGI 40/2021</b>
	<b>Kuruman SAPS</b>	<b>Ref Number : NCGI 41/2021</b>
	<b>Kimberley SAPS</b>	<b>Ref Number : NCGI 42/2021</b>
	<b>De Aar SAPS</b>	<b>Ref Number : NCGI 43/2021</b>
	<b>Douglas SAPS</b>	<b>Ref Number : NCGI 44/2021</b>
	<b>Hartswater SAPS</b>	<b>Ref Number : NCGI 45/2021</b>
	<b>Port Nolloth SAPS</b>	<b>Ref Number : NCGI 46/2021</b>
	<b>Upington SAPS</b>	<b>Ref Number : NCGI 47/2021</b>
	<b>Richmond SAPS</b>	<b>Ref Number : NCGI 48/2021</b>
	<b>Postmasburg SAPS</b>	<b>Ref Number : NCGI 49/2021</b>
	<b>Siyathemba SAPS</b>	<b>Ref Number : NCGI 50/2021</b>
	<b>Danielskuil SAPS</b>	<b>Ref Number : NCGI 51/2021</b>
	<b>Prieska SAPS</b>	<b>Ref Number : NCGI 52/2021</b>
	<b>Kathu SAPS</b>	<b>Ref Number : NCGI 53/2021</b>
	<b>Warrenton SAPS</b>	<b>Ref Number : NCGI 54/2021</b>

**Additional Requirements:**

Be in possession of Diploma/Degree in Criminology/Policing/Social Science/ Sociology recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level. Data Analysis course/module will an added advantage.

**Core Functions:**

\*Assist with Compile daily crime report. \*Updating hotspots and Crime Matrix product. \*Crime analysing and determining the casual factors of crimes and provide measures to be applied. Crime scene visits and environmental survey product, specifically of priority crimes. \*Compile modus operandi and crime linkages

<b>Post</b>	<b>: Administrative Student Intern (4 Posts)</b>	
<b>Section</b>	<b>: Human Resource Management</b>	
<b>Location</b>	<b>: Hartswater SAPS</b>	<b>Ref Number : NCSI 01/2021</b>
	<b>Springbok SAPS</b>	<b>Ref Number : NCSI 02/2021</b>
	<b>Kimberley SAPS</b>	<b>Ref Number : NCSI 03/2021</b>
	<b>Kathu SAPS</b>	<b>Ref Number : NCSI 04/2021</b>

**Additional Requirements:**

\*Be in possession of an applicable N6 certificate in Human Resource Management / Public Administration. Need practical experience in order to finalize qualification. Must have a letter from the Institution of Higher learning/TVET for experiential learning. *Computer Literacy will be an added advantage.*

## Core Functions:

\*Assist with: Maintaining effective strategic human resource management; Administer effective Personnel Management practices within the province; Implementation of Human Resource Utilization (HRU) programmes and procedures; General office administration and duties.

## 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 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, with statement of results attached**.
- 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 **2021-11-12**.
- 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.
- The possible Commencement date is **2022-03-01**.

## Applications can be posted or hand delivered to:


The Provincial Head: Human Resource Development  
SA Police Service  
16 Warren Street, De Beers  
**KIMBERLEY**

## ENQUIRES

Lt Col Van Wyk            053 807 0104  
Cst TM Sebaile            053 807 0123 OR

Or

<b>Commander De Aar HRDC Old Commando Offices Grobler Street De Aar 7000</b>	<b>Commander Upington HRDC 10 Coronation Street Upington 8800</b>	<b>Commander Springbok HRDC 3 De Waal street Springbok 8240</b>	<b>Commander Kuruman HRDC 27 Cnr Voortrekker &amp; Main Streets Old Post office Building Kuruman 8460</b>	<b>Commander Galeshewe HRDC Seochwareng Street Witdam Complex Galeshewe</b>
<b>Enquiries: Captain Swanepoel</b>	<b>Enquiries: Captain Siemens</b>	<b>Enquiries: Captain Beard</b>	<b>Enquiries: Warrant Officer Fouche</b>	<b>Enquiries: Lt Col Esterhuizen</b>
<b>Tel. 053 632 8135</b>	<b>Tel. 054 337 3479</b>	<b>Tel. 027 712 8300/04</b>	<b>Tel. 053 714 3325</b>	<b>Tel. 053 807 6043</b>

**We welcome applications from persons with disAbilities **