



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

Intern category with minimum requirements:

**Graduate Intern:** Tertiary Qualification is required

**NB: Stipend for this 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 the consideration of the Graduate Recruitment Scheme in the South African Police Service.

**Post** : Intern (2 posts):  
**Section** : Social Work Services  
**Location** : Head office: Pretoria

**Ref Number** : HRM 01/2021

**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:**

- 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** : Intern (4 posts)  
**Section** : Psychological Services  
**Location** : Head Office: Pretoria

**Ref Number** : HRM 02/2021

**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 Psychometrist or Registered Counsellor and submit proof of valid registration for financial year 2021/2022.

**Competencies:**

- Computer literacy in MS Word, Excel and PowerPoint; Good interpersonal communication and organising skills; Fluent in at least two official languages, of which one must be English; Analytical, self-management and problem-solving skills; Report writing, presentation, facilitation, and networking skills.

**Core Functions:**

- Render psychological evaluation and assessment services which include, amongst others: Psychometric testing for entry level candidates, specialised units and assessment centres for SMS posts;
- Facilitate organisational diagnosis services; Present Mental Health and other EHW programmes.
- Provide integrated EHW services; Organise/facilitate Psychological Services and other integrated EHW projects and events.
- Render counselling and debriefing services.
- Render support and care services to SAPS members and their families.

**Post** : Intern (2 posts)  
**Section** : Human Resource Planning and Optimisation  
**Location** : Head Office: Pretoria

**Ref Number** : HRM 03/2021

**Requirements:**

Be in possession of a National Diploma/Degree in Human Resource Management

**Core Functions:**

- \*Develop, Implement & Maintain HR Utilisation templates
- \*Monitor Personnel Utilisation & placement
- \*Monitor & evaluate effective implementation of HR Utilisation templates
- \*Research & Develop HR Utilisation templates for Division, Components & Provinces.

## 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, as well as 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 **2021-10-15**.
- 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.
- The possible commencement date is **2021-12-01**.

## Enquiries:

CONTACT PERSON	NUMBER
Lt Colonel BP Maluleke	(012) 393 5055
Capt B Boshomane	(012) 393 4390
Sgt T Maphanga	(012) 393 1563
PO E Raphela	(012) 393 1632

**\*Applications can be posted to:** The Divisional Commissioner: Human Resource Management (Training), Private Bag X 94, Pretoria, 0001 **or hand delivered to:** The Divisional Commissioner: Human Resource Management, 231 Pretorius Street, Wachthuis Building (for attention of **Capt Boshomane**)

**We welcome applications from persons with disAbilities** 