



The South African Police Service hereby invites unemployed graduates who conform to the requirements for a twelve (12) month Graduate Recruitment Scheme at **Division Supply Chain 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, and never employed in the 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) positions and complete separate application forms 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 to finalise qualification (recent 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.**

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

**NATIONAL LEVEL: DIVISION SUPPLY CHAIN MANAGEMENT**

**MOTOR MECHANIC INTERN (PETROL/DIESEL MECHANIC) - SAPS GARAGES**

**Additional Requirements for the posts:**

\*N2 in Motor Mechanic/Mechanical Engineering or N3 in Motor Mechanic/Mechanical Engineering/ NCV level 4 in Motor Mechanic/ Diesel Mechanic.

**Core Functions:**

\*Perform quality and cost effective repairs and maintenance of SAPS vehicles. \* Ensure a clean and safe working environment. \*Diagnose, strip and determine the parts required for services and repairs. \*Complete parts request list for the parts required per vehicle. \*Complete job card with regards to work done and actual time taken. \*Ensure safe keeping of tools and equipment. \*Comply with the Occupational Health & Safety Act (Act 83 of 1995).

<b>Section</b>	<b>Mechanical Services: Nelspruit Garage</b>
<b>Location</b>	<b>Nelspruit, Mpumalanga</b>
<b>Ref Number</b>	<b>SCM 1/2021 (5 Posts)</b>

**Section** Mechanical Services: Middelburg Garage  
**Location** Middelburg, Mpumalanga  
**Ref Number** SCM 2/2021 (1 Post)

**Section** Mechanical Services: East London Garage  
**Location** East London, Eastern Cape  
**Ref Number** SCM 3/2021 (2 Posts)

**Section** Mechanical Services: Pretoria Central Garage  
**Location** Pretoria, Gauteng  
**Ref Number** SCM 4/2021 (2 Posts)

**Section** Mechanical Services: Benoni Garage  
**Location** Benoni, Gauteng  
**Ref Number** SCM 5/2021 (2 Posts)

**Section** Mechanical Services: Johannesburg Garage  
**Location** Johannesburg, Gauteng  
**Ref Number** SCM 6/2021 (3 Posts)

**Section** Mechanical Services: Wentworth Garage  
**Location** Wentworth, Kwa-Zulu Natal  
**Ref Number** SCM 7/2021 (10 Posts)

**Section** Mechanical Services: Alexandra Road Garage  
**Location** Pietermaritzburg, Kwa-Zulu Natal  
**Ref Number** SCM 8/2021 (3 Posts)

**Section** Mechanical Services: Bloemfontein Garage  
**Location** Bloemfontein, Free State  
**Ref Number** SCM 9/2021 (3 Posts)

**Section** Mechanical Services: Polokwane Garage  
**Location** Polokwane, Limpopo  
**Ref Number** SCM 10/2021 (5 Posts)

**Section** Mechanical Services: Maitland Garage  
**Location** Maitland, Western Cape  
**Ref Number** SCM 11/2021 (3 Posts)

**Section** Mechanical Services: Oudtshoorn Garage  
**Location** Oudtshoorn, Western Cape  
**Ref Number** SCM 12/2021 (3 Posts)

**Section** Mechanical Services: Potchefstroom Garage  
**Location** Potchefstroom, North West  
**Ref Number** SCM 13/2021 (4 Posts)

**Section** Mechanical Services: Rustenburg Garage  
**Location** Rustenburg, North West  
**Ref Number** SCM 14/2021 (5 Posts)

**Section** Mechanical Services, Kimberley SAPS Garage  
**Location** Kimberley, Northern Cape  
**Ref Number** SCM 15/2021 (4 Posts)

**Section** Mechanical Services: Humewood Garage  
**Location** Humewood, Eastern Cape  
**Ref Number** SCM 16/2021 (2 Posts)

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## **PANEL BEATER INTERN (SAPS GARAGES)**

### **Additional Requirements:**

\*N2 in Auto Body Repair/Spray Painting/Mechanical Engineering or N3 in Auto Body Repair/Spray Painting / NCV level 4 in Auto Body Repair/Spray Painting.

### **Core Functions:**

\*Perform quality and cost effective repairs, panel beating or spray painting of SAPS vehicles.\* Ensure a clean and safe working environment. \*Diagnose, strip and determine the parts required for panel beating. \*Complete parts request list for the parts required per vehicle. \*Complete job card with regards to work done and actual time taken. \*Ensure safe keeping of tools and equipment. \*Comply with the Occupational Health & Safety Act (Act 83 of 1995).

**Section** Mechanical Services: East London Garage  
**Location** East London, Eastern Cape  
**Ref Number** SCM 17/2021 (1 Post)

**Section** Mechanical Services: Pretoria Central Garage  
**Location** Pretoria, Gauteng  
**Ref Number** SCM 18/2021 (1 Post)

**Section** Mechanical Services: Benoni Garage  
**Location** Benoni, Gauteng  
**Ref Number** SCM 19/2021 (1 Post)

**Section** Mechanical Services: Alexandra Road Garage  
**Location** Pietermaritzburg, Kwa-Zulu Natal  
**Ref Number** SCM 20/2021 (1 Post)

**Section** Mechanical Services: Bloemfontein Garage  
**Location** Bloemfontein, Free State  
**Ref Number** SCM 21/2021 (1 Post)

**Section** Mechanical Services: Maitland Garage  
**Location** Maitland, Western Cape  
**Ref Number** SCM 22/2021 (1 Post)

**Section** Mechanical Services: Oudtshoorn Garage  
**Location** Oudtshoorn, Western Cape  
**Ref Number** SCM 23/2021 (1 Post)

**Section** Mechanical Services: Potchefstroom Garage  
**Location** Potchefstroom, North West  
**Ref Number** SCM 24/2021 (1 Post)

**Section** Mechanical Services, Kimberley SAPS Garage  
**Location** Kimberley, Northern Cape  
**Ref Number** SCM 25/2021 (1 Post)

**Section** Mechanical Services: Humewood Garage  
**Location** Humewood, Eastern Cape  
**Ref Number** SCM 26/2021 (1 Post)

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## **ADMINISTRATION INTERNS (SCM) – PROVINCIAL MECHANICAL SERVICES GARAGES**

### **Additional Requirements:**

\*National Diploma/Degree in Supply Chain Management/Logistics or relevant qualification.

### **Core Functions:**

\*Administer and prepare invoices for payments, Updating of the invoice register \*Assist in drawing reports and handle enquiries from PAS (police systems). \*Assist vehicle fleet manager with petrol slips (consumption) for state vehicles to be captured on POLFIN system. Assist with procurement, acquisition and all generic SCM functions.  
\*Assist with other SCM admin related matters.

**Section** Mechanical Services: Nelspruit Garage  
**Location** Nelspruit, Mpumalanga  
**Ref Number** SCM 27/2021 (1 Post)

**Section** Mechanical Services: Middelburg Garage  
**Location** Middelburg, Mpumalanga  
**Ref Number** SCM 28/2021 (1 Post)

**Section** Mechanical Services: East London Garage  
**Location** East London, Eastern Cape  
**Ref Number** SCM 29/2021 (1 Post)

**Section** Mechanical Services: Pretoria Central Garage  
**Location** Pretoria, Gauteng  
**Ref Number** SCM 30/2021 (2 Posts)

**Section** Mechanical Services: Benoni Garage  
**Location** Benoni, Gauteng  
**Ref Number** SCM 31/2021 (1 Post)

**Section** Mechanical Services: Johannesburg Garage  
**Location** Johannesburg, Gauteng  
**Ref Number** SCM 32/2021 (1 Post)

**Section** Mechanical Services: Wentworth Garage  
**Location** Wentworth, Kwa-Zulu Natal  
**Ref Number** SCM 33/2021 (1 Post)

**Section** Mechanical Services: Alexandra Road Garage  
**Location** Pietermaritzburg, Kwa-Zulu Natal  
**Ref Number** SCM 34/2021 (1 Post)

**Section** Mechanical Services: Bloemfontein Garage  
**Location** Bloemfontein, Free State  
**Ref Number** SCM 35/2021 (1 Post)

**Section** Mechanical Services: Polokwane Garage  
**Location** Polokwane, Limpopo  
**Ref Number** SCM 36/2021 (1 Post)

**Section** Mechanical Services: Maitland Garage  
**Location** Maitland, Western Cape  
**Ref Number** SCM 37/2021 (1 Post)

**Section** Mechanical Services: Oudtshoorn Garage  
**Location** Oudtshoorn, Western Cape  
**Ref Number** SCM 38/2021 (1 Post)

**Section** Mechanical Services: Potchefstroom Garage  
**Location** Potchefstroom, North West  
**Ref Number** SCM 39/2021 (1 Post)

**Section** Mechanical Services: Rustenburg Garage  
**Location** Rustenburg, North West  
**Ref Number** SCM 40/2021 (1 Post)

**Section** Mechanical Services, Kimberley SAPS Garage  
**Location** Kimberley, Northern Cape  
**Ref Number** SCM 41/2021 (1 Post)

**Section** Mechanical Services: Humewood Garage  
**Location** Humewood, Eastern Cape  
**Ref Number** SCM 42/2021 (1 Post)

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## **ADMINISTRATION INTERNS (HRM) – PROVINCIAL MECHANICAL SERVICES GARAGES**

### **Additional Requirements:**

\*National Diploma/Degree in Public Administration/Office Management/Administrative Management or Human Resource Management or relevant qualification.

**Core Functions:**

\*Assist with HRM related functions including transfers, recruitment, discipline, absenteeism, performance appraisals, promotions, etc. Handle administration regarding incoming/outgoing correspondence and files regarding the personnel of the garages. \*Assist with all other HRM admin related matters.

**Section** Mechanical Services: Nelspruit Garage  
**Location** Nelspruit, Mpumalanga  
**Ref Number** SCM 43/2021 (1 Post)

**Section** Mechanical Services: Middelburg Garage  
**Location** Middelburg, Mpumalanga  
**Ref Number** SCM 44/2021 (1 Post)

**Section** Mechanical Services: East London Garage  
**Location** East London, Eastern Cape  
**Ref Number** SCM 45/2021 (1 Post)

**Section** Mechanical Services: Pretoria Central Garage  
**Location** Pretoria, Gauteng  
**Ref Number** SCM 46/2021 (2 Posts)

**Section** Mechanical Services: Benoni Garage  
**Location** Benoni, Gauteng  
**Ref Number** SCM 47/2021 (2 Posts)

**Section** Mechanical Services: Johannesburg Garage  
**Location** Johannesburg, Gauteng  
**Ref Number** SCM 48/2021 (1 Post)

**Section** Mechanical Services: Wentworth Garage  
**Location** Wentworth, Kwa-Zulu Natal  
**Ref Number** SCM 49/2021 (1 Post)

**Section** Mechanical Services: Alexandra Road Garage  
**Location** Pietermaritzburg, Kwa-Zulu Natal  
**Ref Number** SCM 50/2021 (1 Post)

**Section** Mechanical Services: Bloemfontein Garage  
**Location** Bloemfontein, Free State  
**Ref Number** SCM 51/2021 (1 Post)

**Section** Mechanical Services: Welkom Garage  
**Location** Welkom, Free State  
**Ref Number** SCM 52/2021 (1 Post)

**Section** Mechanical Services: Polokwane Garage  
**Location** Polokwane, Limpopo  
**Ref Number** SCM 53/2021 (1 Post)

**Section** Mechanical Services: Maitland Garage

Location Maitland, Western Cape  
Ref Number SCM 54/2021 (1 Post)

Section Mechanical Services: Oudtshoorn Garage  
Location Oudtshoorn, Western Cape  
Ref Number SCM 55/2021 (1 Post)

Section Mechanical Services: Potchefstroom Garage  
Location Potchefstroom, North West  
Ref Number SCM 56/2021 (1 Post)

Section Mechanical Services: Rustenburg Garage  
Location Rustenburg, North West  
Ref Number SCM 57/2021 (1 Post)

Section Mechanical Services, Kimberley Garage  
Location Kimberley, Northern Cape  
Ref Number SCM 58/2021 (1 Post)

Section Mechanical Services: Humewood Garage  
Location Humewood, Eastern Cape  
Ref Number SCM 59/2021 (1 Post)

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#### 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, 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 **2021-09-30**
- 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 of the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

**ALL APPLICATIONS FOR GARAGES TO BE POSTED OR HAND DELIVERED TO THE FOLLOWING ADDRESSES:**

PROVINCE/ DIVISION/ COMPONENT	NAME	CONTACT	EMAIL	ADDRESS
East London SAPS Garage	Lt Col NJ Mpono	043 731-1500	EC:East London Garage <MponoN@saps.gov.za>	Private Bag X9037, East London, 5200 or hand delivered 3 Cotton Road, Gately, East London, 5201
Humewood (Port Elizabeth) SAPS Garage:	Lt Col JA Adams	041-501 9126	EC:Humewood Garage <AdamsJA@saps.gov.za>	Private Bag X6068, Port Elizabeth, 6000 or hand delivered Lower Main Road, Southern Port Elizabeth
Pretoria Central SAPS Garage:	Captain MV Diketane	068 339 0606	GP: Pretoria (Silverton) Garage <DiketaneMV@saps.gov.za>	P/Bag X254, Pretoria, 0001 or hand delivered Young and Moreleta Street, Silverton, 0184
Benoni SAPS Garage:	Lt Col TM Tema	(011) 746 6378	GP: Benoni Garage <MathabathaR@saps.gov.za>	P/Bag X003 Northmeid, Benoni, 1500 or hand delivered Greater North & Hospital Street, Benoni
Johannesburg SAPS Garage:	Lt Col MA Tukula	(011) 983 4237	GP:JHB Garage <TukulaMA@saps.gov.za>	P/Bag x 19, Bertham, 2013 or hand delivered 1 Collinder Road, Diepkloof
Maitland SAPS Garage	Lt Col Hendricks	(021) 506-2235	Maitland Garage <maitlandgarage@saps.gov.za>	P.O. Box 555, Howard Place, 7450 or hand delivered 14 Jan Smuts Drive, Pinelands
Oudtshoorn SAPS Garage:	Lt Col RS Classen	(044) 203 2913	Oudtshoorn Garage <GARAGE-Oudtshoorn@saps.gov.za>	P/Bag X671, Oudtshoorn 6620 or hand delivered Park Road, Oudtshoorn
Potchefstroom SAPS Garage	Capt De Klerk	(018) 294-1301	Potchefstroom Garage: Lt Col Oliphant KJ OliphantKJ@saps.gov.za	P/Bag X801, Potchefstroom, 2520 or hand delivered 33 Ross Street, Potchefstroom, Industrial
Rustenburg SAPS Garage	Captain SS Boko	(014) 590-4488	Pudimoe Garage <Pudimoe-Garage@saps.gov.za>	P/Bag X82301, Rustenburg, 0300 or hand delivered 2 Wulfse Street, Rustenburg, 0290 (Wolnick Building)
Polokwane SAPS Garage	Lt Col Pilusa	(015) 633-1252	LIM:Polokwane-Garage Manager Lt Col Horn <HornPL@saps.gov.za>	P/Bag X2498, Polokwane, 0700 or hand delivered 22 <sup>nd</sup> and 21 <sup>st</sup> Street, Industria, Polokwane
Nelspruit SAPS Garage:	Lt Col MMM Mogashoa	(013) 759 1165	Nelspruit Garage Commander : Lt Col Mogashoa MogashoaMMM@saps.gov.za>	P/Bag X11251, Nelspruit, Area Lowveld, 1200 or hand delivered 42 Andrew Street, Nelspruit, 12500
Middelburg SAPS Garage	Lt Col M Olivier	(013) 246-2159	Middelburg Garage <Olivier5@saps.gov.za>	P/Bag X1813, Middleburg, 1050 or hand delivered 9A Dr Nelson Mandela Street, Middelburg



Wentworth (Jacobs) SAPS Garage:	Lt Col BP Mkhize	(031) 461-9930	Jacobs Garage KZN <JacobsGarageKZN@saps.gov.za>	P.O Box 12319, Jacobs, 4026, or hand delivered 256 Balfour Road, Jacobs, Durban
Pietermaritzburg (Alexandra Road) SAPS Garage	Lt Col AC Sidaki	(033) 846 1142	KZN:PMB Garage Commander <pmb.garage.cmdr@saps.gov.za>	P/Bag x 9109, 3200 or hand delivered to 1 Justitia Road, Oribi, Pietermaritzburg
Park Road (Bloemfontein) SAPS Garage	Captain PJ Motaung	(051) 409 5424	FS:Parkweg Mechanical Services <MotaungP@saps.gov.za>	P/Bag X20585, Bloemfontein, 9300 or hand delivered 12 George Lubbe Str, Hamilton, Bloemfontein
Welkom SAPS Garage:	Capt Makume	(057) 391-6051	FS:Welkom Mechanical Support Head <BarnardS4@saps.gov.za>	P/Bag X22, Welkom, 9460 or hand delivered 83 Jan Hofmeyer Street, Welkom
Kimberley SAPS Garage	Lt Col Mokgatle	(053) 861-3924	Kimberley Garage Commander <TVictor@saps.gov.za>	P/Bag X5039, Kimberly, 8301 or hand delivered 39 Schmidtsrif, Riviera, Kimberley, 8301

**We welcome applications from persons with disAbilities**

