



The South African Police Service hereby invites unemployed graduates who conform to the requirements for a twelve (12) months Graduate Recruitment Scheme at **Mpumalanga Province**. 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
- *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 (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 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 : Forensic Commercial Investigator Intern (1 Post)
Section : Provincial Office Detectives
Location : PHO Nelspruit

Ref No: MP INT 1/2022

Additional Requirements:

Be in possession of an applicable three (3) year National Diploma / Degree in Cyber law/ Cybercrime and Digital Evidence/ Cybersecurity or Information Systems 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: Plan, coordinate, conduct and evaluate special operations and investigations. Conducting of disruptive operations by focusing on commercial crimes. *Identification, registration and investigation of projects and major investigations against identified criminal groupings.

Post : Supply Chain Practitioner Intern (2 Posts)
Section : Provincial Office: Supply Chain Management
Location : PHO Nelspruit

Ref No: MP INT 2/2022

Additional Requirements:

*Be in possession of a 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. *Computer Literacy will be an added advantage.*

Core Functions:

*Assist with: Monitoring, planning and executing both capital and repairs and renovation projects; *Conducting inspection to assess the conditions of building components such as mechanical components including building structural integrity and civil works; *Ensuring that the supplier database is maintained and suppliers are rotated; *Ensuring the National Transversal term contracts, Specific Period Contract and ad-hoc Contracts are maintained; Maintaining and preparing the invitation of price quotation for quotations applications are received; Ensuring that suppliers are paid on time; *Maintaining procurement of fleet management; *Management and administration of procurement, stocktaking, accounting and the disposal of movable fixed goods.

Post : Library and Information Science Intern (1 Post)

Section : Provincial Office: Human Resource Development: Librarian

Location : PHO Nelspruit

Ref No: MP INT 3/2022

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 or higher level.

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 positively, professionally and effectively with patrons, *Updating of loose leaf publications; *Good understanding of Dewey Decimal Classification System.

Post : Financial Administrative Intern (1 Post)

Section : Provincial Office: Financial Services

Location : PHO Nelspruit

Ref No: MP INT 4/2022

Additional Requirements:

*Be in possession of a three (3) year National Diploma/Degree in B Com Accounting /Bachelors of Accounting Sciences in Financial Accounting/B Com in Financial Management/ Business Administration/Business Management/Cost Management and Accounting/Public Finance Management and Administration, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 level. Computer Literacy will be an added advantage.

Core Functions:

*Assist with: *Administrative functions in relation to budget management; *Salaries and maintenance, Claims and expenditure management; *Co-ordinating the training budget; *Maintaining the budget and coordinate the expenditure of Component; Verifying payroll printout; *Observing the utilization of funds; *Capturing and allocate approved budget; *Compliance with the prescripts in National Treasury.

Post : Photography and Videography Intern (1 Post)

Section : Provincial Office: Corporate Communication

Location : PHO Nelspruit

Ref No: MP INT 5/2022

Additional Requirements:

Be in possession of a three (3) year National Diploma / Degree in Audio-visual communication/Photography/ Motion Art, 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:

*Developing interview questions and storyboards; *Maintaining a blog to document the team's progression; *Set up and operate various production equipment including Cameras; *Audio and video recorders; *lighting equipment, props and microphones for location and studio production

Post : Social Work Intern (2 Posts)
Section : Provincial: Employee Health & Wellness
Location : PHO Nelspruit

Ref No: MP INT 6/2022

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 2022/2023 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 : Social Work Intern (2 Posts)
Provincial : Provincial Detectives: Forensic Social Work
Location : PHO Nelspruit

Ref No: MP INT 7/2022

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 2022/2023 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 in implementing the national standards for forensic social work in respect of legislation and policies
* Assist in conducting forensic social work assessments and other related investigations * Compile quarterly forensic social work returns, audits and any information containing the successful investigation of child sexual abuse cases * Maintain an office management system pertaining to forensic social work
* Act as an expert witness in court *Compile forensic social work court reports.

Post : Legal Administrative Intern (2 Posts)
Section : Provincial Legal and Policy Services
Location : PHO Nelspruit

Ref No: MP INT 8/2022

Additional Requirements:

Be in a possession of an applicable three (3) years National Diploma/Degree in Law (majoring in Criminal Law, Commercial Law, or Labour Law etc.) recorded on the National Learner Record Databases (NLRD) on at least NQF 6 or higher or relevant qualification in the field of the post

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. Computer Literacy will be an added advantage

Post : Social Work Intern (1 Post)
Section : Provincial VISPOL (Youth Desk): Social Work
Location : PHO Nelspruit

Ref No: MP INT 9/2022

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 2022/2023 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 gender and children bases violence awareness. Administration for the counselling of victims of violence. Debriefing of victims within the province. Assist on Antidrug campaigns. Social Crime Prevention duties. Safe school activities.

Post : CIMAC Interns (6 Posts)
Section : CIMAC Offices
Location : Nelspruit SAPS
Witbank SAPS (2 Posts)
Kwamhlanga SAPS
Kabokweni SAPS
Piet Retief SAPS

Ref No MP INT 10/2022
MP INT 11/2022
MP INT 12/2022
MP INT 13/2022
MP INT 14/2022

Additional Requirements:

Be in possession of Diploma/Degree in Criminology/Policing 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 Metrix 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

Post : Administrative Interns (12 Posts)
Section : Supply Chain Management
Location : Witbank SAPS
Middlebank SAPS
Elukwatini SAPS
Secunda SAPS
Tonga SAPS
Balfour SAPS
Piet Retief SAPS
Ermelo SAPS
Standerton SAPS
Low's Creek SAPS
Bushbuckridge SAPS
Tweefontein SAPS

Ref No MP INT 15/2022
MP INT 16/2022
MP INT 17/2022
MP INT 18/2022
MP INT 19/2022
MP INT 20/2022
MP INT 21/2022
MP INT 22/2022
MP INT 23/2022
MP INT 24/2022
MP INT 25/2022
MP INT 26/2022

Additional Requirements:

*Be in possession of a 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. *Computer Literacy will be an added advantage.*

Core Functions:

*Assist with: Monitoring, planning and executing both capital and repairs and renovation projects;
 *Conducting inspection to assess the conditions of building components such as mechanical components including building structural integrity and civil works; *Ensuring that the supplier database is maintained and suppliers are rotated; *Ensuring the National Transversal term contracts, Specific Period Contract and ad-hoc Contracts are maintained; *Maintaining and preparing the invitation of price quotation for quotations applications are received; *Ensuring that suppliers are paid on time; *Maintaining procurement of fleet management; *Management and administration of procurement, stocktaking, accounting and the disposal of movable fixed goods.

Post : Financial Administrative Interns (13 Posts)

Section : Financial Services

Location : Tonga SAPS

Ref No MP INT 27/2022

Pienaar SAPS

MP INT 28/2022

Nelspruit SAPS

MP INT 29/2022

Acornhoek SAPS

MP INT 30/2022

Lydenburg SAPS

MP INT 31/2022

Elukwatini SAPS

MP INT 32/2022

Ermelo SAPS

MP INT 33/2022

Piet Retief SAPS

MP INT 34/2022

Balfour SAPS

MP INT 35/2022

Standerton SAPS

MP INT 36/2022

Secunda SAPS

MP INT 37/2022

KwaMhlanga SAPS

MP INT 38/2022

Belfast SAPS

MP INT 39/2022

Additional Requirements:

*Be in possession of a three (3) year National Diploma/Degree in B Com Accounting /Bachelors of Accounting Sciences in Financial Accounting/B Com in Financial Management/ Business Administration/Business Management/Cost Management and Accounting/Public Finance Management and Administration, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 level. *Computer Literacy will be an added advantage.*

Core Functions:

*Assist with: *Administrative functions in relation to budget management; *Salaries and maintenance, Claims and expenditure management; *Co-ordinating the training budget; *Maintaining the budget and coordinate the expenditure of sections and units; Verifying payroll printout; *Observing the utilization of funds; *Capturing and allocate approved budget; *Compliance with the prescripts in National Treasury.

Post : Vispol Administrative Interns (11 Posts)

Section : Visible Policing

Location : Phola SAPS

Ref No: MP INT 40/2022

Vaalbank SAPS

MP INT 41/2022

Davel SAPS

MP INT 42/2022

Daggakraal SAPS

MP INT 43/2022

Sheepmoore SAPS

MP INT 44/2022

Mahamba SAPS

MP INT 45/2022

Bethal SAPS

MP INT 46/2022

Balfour SAPS

MP INT 47/2022

Val SAPS

MP INT 48/2022

Mbuzini SAPS

MP INT 49/2022

KaMhlushwa SAPS

MP INT 50/2022

Additional Requirements:

*Be in possession of a three (3) year qualification in Policing/Criminology/ Law/ Criminal Justice/ recorded on the National Learner Record Database (NLRD) on at least a NQF level 6.

Core Functions:

*Assist with rendering duties of administrative nature, which will include general administration duties as well as specific administration duties. *Assist in effective crime prevention strategies. *Administration of fire arm licences applications and renewal of licences and permits. *Taking minutes in the Community Police Forum meetings. *Ensure accurate record keeping and efficient office management. *Computer Literacy will be an added advantage.

Post	: Detective Administrative Interns (25 Posts)		
Section	: Detective Services		
Location	: Delmas SAPS		Ref No: MP INT 51/2022
	Witbank SAPS	(2 Posts)	MP INT 52/2022
	Kriel SAPS		MP INT 53/2022
	Middleburg SAPS		MP INT 54/2022
	KwaMhlanga SAPS		MP INT 55/2022
	Siyabuswa SAPS		MP INT 56/2022
	Ermelo SAPS		MP INT 57/2022
	Elukwatini SAPS		MP INT 58/2022
	Lothair SAPS		MP INT 59/2022
	Badplaas SAPS		MP INT 60/2022
	Standerton SAPS		MP INT 61/2022
	Volksrust SAPS		MP INT 62/2022
	Embalenhle SAPS		MP INT 63/2022
	Leslie SAPS		MP INT 64/2022
	Charl Cilliers SAPS		MP INT 65/2022
	Pienaar SAPS		MP INT 66/2022
	Kabokweni SAPS		MP INT 67/2022
	Kanyamazane SAPS		MP INT 68/2022
	Tonga SAPS		MP INT 69/2022
	Komatipoort SAPS		MP INT 70/2022
	Acornhoek SAPS		MP INT 71/2022
	Hazyview SAPS		MP INT 72/2022
	Mhala SAPS		MP INT 73/2022
	Lydenburg SAPS		MP INT 74/2022

Additional Requirements:

*Be in possession of a three (3) year qualification in Policing/Criminology/ Law/ Criminal Justice/ recorded on the National Learner Record Database (NLRD) on at least a NQF level 6. *Computer Literacy will be an added advantage.*

Core Functions

*Administration and keeping of records for the information flow in the unit. *Data capturing. *Maintenance of the office. *Taking minutes for the unit. *Filing and the neat correct placing of case dockets. Daily monitoring of Crime Administration System.

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 2022-10-28**
- 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 3 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.

Applications can be posted or hand delivered to:

NEAREST POLICE STATIONS IN MPUMALANGA PROVINCE

SOUTH AFRICAN POLICE SERVICE

No: 07 Ferreira Street

2nd Floor Human Resource Development

NELSPRUIT

Or

POSTAL ADDRESS:

For Attention: Lt Col Nkosi

South African Police Service

Private Bag X11299

NELSPRUIT

1200

Enquiries:

Lt Col Nkosi 013 762 4436/ Capt Marks 013 762 4457

We welcome applications from persons with disAbilities 