

# DIRECTORATE FOR PRIORITY CRIME INVESTIGATION

APPLICATION FOR APPOINTMENT IN AN ADVERTISED SENIOR MANAGEMENT POST



THIS FORM IS ONLY APPLICABLE TO SMS POSTS ADVERTISED INTERNALLY AND / OR EXTERNALLY

<b>SURNAME</b>		<b>INITIALS</b>				
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**Post for which you apply (as indicated in the advertisement):**  
**THIS IS THE POST THAT WILL BE REGISTERED**

<b>POST TITLE</b>	
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<b>POST REFERENCE</b>	
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**CURRENT EMPLOYER AND POST THAT YOU OCCUPY AND PROVINCE / DIVISION:**

<b>EMPLOYER</b>		<b>POST PARTICULARS</b>	<b>RANK</b>	
			<b>POST TITLE</b>	
			<b>SECTION</b>	
<b>PROVINCE/DIVISION</b>				

**CLOSING DATE AND TIME** 26 AUGUST 2022 @ 16:00

Initials and Surname: .....

## INSTRUCTIONS

- ⇒ **Application forms may be couriered/delivered by hand to the Directorate for Priority Crime Investigation at 1 Cresswell Road, Promat Building, Silverton or may be posted to: Section Commander: Personnel Management, Private Bag X1500, PRETORIA, 0127.**
- ⇒ **Enquiries** can be directed to Captain BK Mhlahlo and Warrant Officer W Barkhuizen at telephone number: **012-846 4067**
- ⇒ **Only this official application form for Senior Management Service (SMS) posts in the Directorate for Priority Crime Investigation (DPCI), which can be obtained from the SAPS website: [www.saps.gov.za](http://www.saps.gov.za), or from the following e-mail address will be accepted: [dpcivacancies@saps.gov.za](mailto:dpcivacancies@saps.gov.za)**
- ⇒ All instructions on this application form must be adhered to. Failure to do so will result in the rejection of the application.
- ⇒ **This form must be properly completed and be signed by the applicant.** Each page of the application form must be signed / initialed by the applicant.
- ⇒ **This application form must be completed in black ink and block letters (handwritten or typed).**
- ⇒ **The post particulars (post title and reference) must be correctly specified on the application form.**
- ⇒ **A separate application form and CV must be submitted for each post you apply for.**
- ⇒ **The CV must contain full particulars of:**
  - all boards on which an applicant serves;
  - current employment and other business interests; and
  - career promotions, appointments, career developments, career history, current studies and qualifications.
- ⇒ **An applicant must also attach to every application copies (which need not to be certified) of the following:**
  - courses/programmes obtained;
  - degree/diploma Certificates (study/academic records of qualifications alone do not suffice) of all educational qualifications;
  - ID document; and
  - valid motor vehicle driver's license.
- ⇒ **Applications must be couriered/emailed/hand delivered timeously. Late applications will not be considered.** It is the responsibility of the applicant to ensure that the application has been received at the indicated office **on or before the closing date and time of the advertisement.**
- ⇒ **Applications which do not meet the above-mentioned requirements may be rejected.**
- ⇒ **Correspondence will be conducted with shortlisted applicants only.**

A. PERSONAL PARTICULARS															
PERSONAL NUMBER															
SURNAME															
FIRST NAMES															
IDENTITY NUMBER															
DATE OF BIRTH											AGE				
PRESENT RANK/POSITION															
SALARY PER ANNUM		R													
MANAGEMENT LEVEL <i>*mark appropriate level with a X</i>		Middle Manager (MMS)								Senior Manager (SMS)					
		Period: From ..... to .....						Period: From ..... to .....							
DATE PROMOTED TO PRESENT RANK / POSITION								NATIONALITY							
POSTAL ADDRESS						WORK ADDRESS									
						POSTAL CODE									
CODE						TELEPHONE (HOME)									
CODE						TELEPHONE (WORK)									
CODE						TELEPHONE (FAX)									
CELL						E-MAIL									
AFRICAN		M	F	WHITE		M	F	COLOURED		M	F	INDIAN		M	F
MARRITAL STATUS				SINGLE		MARRIED		DIVORCED		WIDOWED					
DRIVING LICENSE				YES	NO	Code		Valid until:							
LANGUAGE PROFICIENCY — specify level: good / fair / poor															
LANGUAGE (1)				(2)				(3)							
SPEAK															
WRITE															
READ															
ARE YOU PHYSICALLY DISABLED? (SPECIFY)											YES	NO			
ARE YOU IN GOOD HEALTH?															
PHYSICALLY				YES	NO	PSYCHOLOGICALLY				YES	NO				
IF YOUR ANSWER TO ANY OF THE ABOVE IS NO, SPECIFY															

Initials and Surname: .....

<b>ANY OTHER COMMENT(S) CONCERNING YOUR HEALTH</b>									
<b>HAVE YOU EVER BEEN DISCHARGED FROM A PREVIOUS POST?</b>								<b>YES</b>	<b>NO</b>
<b>IF YES, SPECIFY</b>									
<b>ARE YOU A MEMBER OF ANY COUNCIL, BOARD OR PRIVATE ENTITY?</b>								<b>YES</b>	<b>NO</b>
<b>IF YES, SPECIFY</b>									
<b>ARE YOU INVOLVED IN ANY OUTSIDE BUSINESS, ACTIVITIES OR HAVE ANY INTERESTS WHICH MAY CONFLICT OR IS LIKELY TO CONFLICT WITH THE EXECUTION OF ANY OFFICIAL DUTIES, SHOULD YOU BE THE SUCCESSFUL CANDIDATE FOR THIS POST?</b>								<b>YES</b>	<b>NO</b>
<b>IF YES, SPECIFY</b>									
<b>ARE YOU IN POSSESSION OF A SECURITY CLEARANCE CERTIFICATE</b>								<b>YES</b>	<b>NO</b>
<b>IF YES, SPECIFY</b>	<b>OTHER</b>	<b>YES</b>	<b>NO</b>	<b>SECRET</b>	<b>YES</b>	<b>NO</b>	<b>TOP SECRET</b>	<b>YES</b>	<b>NO</b>
<b>IF SECRET/TOP SECRET – VALID UNTIL</b>									
<b>IF OTHER, SPECIFY</b>									
<b>HAVE YOU EVER BEEN DECLARED INSOLVENT?</b>								<b>YES</b>	<b>NO</b>
<b>HAVE YOU EVER BEEN FOUND GUILTY OF A CRIMINAL / DEPARTMENTAL OFFENCE? ( PARTICULARS MUST BE ATTACHED)</b>								<b>YES</b>	<b>NO</b>
<b>ARE THERE ANY CRIMINAL / DEPARTMENTAL / CIVIL INVESTIGATION(S) PENDING AGAINST YOU?</b>								<b>YES</b>	<b>NO</b>
<b>IF YES, SPECIFY</b>									
<b>ARE YOU A RESPONDENT IN AN INTERIM OR FINAL PROTECTION ORDER IN TERMS OF THE DOMESTIC VIOLENCE ACT, 1998 (ACT NO 116 OF 1998) OR PROTECTION FROM HARASSMENT ACT, 2011 (ACT NO 17 OF 2011)?</b>								<b>YES</b>	<b>NO</b>
<b>IF YES, SPECIFY</b>									
<b>DOES YOUR PARTICULARS APPEAR IN THE REGISTER REFERRED TO IN CHAPTER 7, PART 2 OF THE CHILDREN'S ACT, 2005 (ACT NO 38 OF 2005) OR THE NATIONAL SEX OFFENDERS REGISTER [SECTION 42 OF THE CRIMINAL LAW (SEXUAL OFFENCES AND RELATED MATTERS) AMENDMENT ACT, 2007 (ACT NO 32 OF 2007)]? IF YES, PARTICULARS MUST BE ATTACHED</b>								<b>YES</b>	<b>NO</b>

Initials and Surname: .....

HAVE YOU EVER BEEN REFERRED TO A PSYCHIATRIC HOSPITAL IN TERMS OF SECTION 77(6) / OR FOUND NOT TO HAVE HAD THE NECESSARY CRIMINAL CAPACITY AND REFERRED TO A PSYCHIATRIC HOSPITAL IN TERMS OF SECTION 78(6) OF THE CRIMINAL PROCEDURE ACT, 1977 (ACT NO 51 OF 1977)? IF YES, PARTICULARS MUST BE ATTACHED	YES	NO

DID YOU APPLY FOR A SEVERANCE PACKAGE?	YES	NO
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**B. PARTICULARS OF REFERENCES**

REFERENCES CONCERNING MANAGEMENT SKILLS (not relatives)

NAME AND ADDRESS										NAME AND ADDRESS									
POSTAL CODE										POSTAL CODE									
TEL. HOME					TEL. HOME					TEL. HOME					TEL. HOME				
TEL. WORK					TEL. WORK					TEL. WORK					TEL. WORK				
CELL.					CELL.					CELL.					CELL.				

**C. CAREER PROMOTIONS / APPOINTMENTS**

YEAR	PROMOTION / APPOINTMENT (*INDICATE POST TITLE AND NAME OF EMPLOYER)

**D. CAREER DEVELOPMENT (TRAINING: COURSES)**

 PLEASE COMPLETE IN FULL

YEAR	INSTITUTION	COURSE PARTICULARS	DURATION OF TRAINING / COURSES (eg. 3 days / 2 weeks, etc.)

Initials and Surname: .....

**D. CAREER DEVELOPMENT CONTINUED (TRAINING: COURSES)**

 **PLEASE COMPLETE IN FULL**


**E. QUALIFICATIONS**

 **LIST ALL RELEVANT QUALIFICATIONS APPLICABLE TO THE POST YOU ARE APPLYING FOR**  
**(\*HIGHEST SCHOOL AND TERTIARY QUALIFICATIONS COMPLETED):**

YEAR	INSTITUTION	QUALIFICATION

**F. EXPERIENCE ON MANAGERIAL LEVEL**

**DOES YOUR EXPERIENCE ON THE REQUIRED LEVEL (MANAGERIAL) RELATE TO THE CORE FUNCTIONS OF THE ADVERTISED POST?**

YES

NO

**IF YES – INDICATE IN FULL HOW YOUR PREVIOUS EXPERIENCE, IN A MANAGERIAL CAPACITY, RELATES AND QUALIFIES YOU TO APPLY FOR THE ADVERTISED POST.**


**PERIOD:**

**G. DESCRIBE THE FUNCTIONS WHICH YOU PERFORM IN YOUR CURRENT POST**


Initials and Surname: .....

**H. CERTIFICATE**

1. I hereby apply for an appointment to a post in the Directorate for Priority Crime Investigation (DPCI). No promises were made to me about an appointment in the DPCI.
2. I am aware of the fact that:
  - 2.1 The National Head: Directorate for Priority Crime Investigation is under no obligation to fill the advertised post;
  - 2.2 I shall have to submit myself at my own expense and risk to any medical or other tests which are an inherent requirement for the post that may be required to finalize my application for appointment;
  - 2.3 I have to provide full particulars concerning obligations to employers and debts if my application receives further consideration;
  - 2.4 If my application does not meet the requirements stipulated in the advertisement, my application will be rejected;
  - 2.5 If I am short listed I will be subjected a vetting process. I also agree to submit a set of fingerprints to the secretary of the selection committee.
  - 2.6 If I am found to be the final selected candidate for appointment in a post which forms part of certain identified categories, I will be subjected to a vetting process in terms of the prescripts of the Sexual Offences Act, 2007 (Act No 32 of 2007) and the Children’s Act, 2005 (Act No 38 of 2005). If my name appears on either one of the National Registers my application may be rejected / my appointment may be reconsidered;
  - 2.7 If I am found to be the final selected candidate and that it is discovered that I failed to disclose any negative criminal status about myself (ie. finalized or pending) my application may be rejected / my appointment may be reconsidered;
  - 2.8 If I am found to be the final selected candidate and that it is discovered that I failed to disclose that I am a respondent in an interim or final protection order in terms of the Domestic Violence Act, 1998 (Act No 116 of 1998) or Protection from Harassment Act, 2011 (Act No 17 of 2011), my application may be rejected / my appointment may be reconsidered;
  - 2.9 If I am the final selected candidate I will disclose any financial interest, in the prescribed format, as provided for in the SAPS Employment Regulations, 2018 for newly appointed SMS candidates or proof of the electronic submission for the previous disclosure period, my application may be rejected / my appointment may be reconsidered;
  - 2.10 If at any stage it is discovered that I have disclosed false information or failed to disclose any information that my application may be rejected / my appointment may be reconsidered; and
  - 2.11 I note that the appointment of the successful candidate will be conditional, and if I am successful I will be required to undergo a security vetting process to the level of **Top Secret** and obtain a security clearance of **Top Secret** within six months after appointment (if not already in possession of such a valid security clearance), failure which will result in my appointment being re-considered.
3. I certify that all the information supplied by me on this application form is in all respects true and correct.

Date: .....

Place: .....

.....  
**SIGNATURE OF APPLICANT**

Initials and Surname: .....