

**POST:** Deputy Director: Disability Management (Colonel)

**LOCATION:** Employee Health and Wellness, Quality of Work Life, Head Office, Pretoria

**LEVEL OF REMUNERATION:** MMS, R 876 513 per annum

**REFERENCES:** HRM11/2022 (1 post)

**Generic Requirements:**

- Applicants must display competency in the post-specific functions of the post;
- Be in possession of a Senior Certificate (Grade 12) or National Certificate (Vocational) recorded on the National Record Database (NLRD) on at least NQF level 4;
- Proof of academic record of qualifications/s from recognized institutions (SAQA accredited);
- Be (proficient) in at least two official languages, of which one must be English;
- Must be a South African citizen;
- Be in possession of at least a valid light motor vehicle driver's license;
- Must have no previous convictions or pending criminal / departmental / civil cases;
- Must not have tattoo/s marks which will be visible when wearing SAPS summer uniform;
- Applicants will be subjected to a vetting process which will include security screening and fingerprint verification;
- Computer literacy;
- Good interpersonal, communication, problem solving, conflict resolution and organizational skills;
- Analytical, self-management and problem solving skills;
- Ability to work in a diverse group;
- Ability to work under pressure and willing to travel extensively;
- Relevant courses in the field of the posts may be an added advantage.

**Additional Requirements:**

- Applicants must be in possession of at least an NQF level 7 or higher accredited by SAQA (Degree in Social Work, Psychology, Occupational Therapy, Physiotherapy, Nursing) or related qualification.
- Must be registered with the relevant professional regulatory/legislative body and must produce proof of registration for the 2022/2023 financial year.
- Must have a minimum of at least 4 years appropriate experience in the field of Disability Management of which 3 years must be at a supervisory level.
- Must have extensive knowledge of relevant legislation and policies.
- Project Management will serve as an added advantage.
- Must have the ability to work in a multi-disciplinary team and be able to market Disability Management services.

**Core Functions:**

- Facilitate the development and implementation of disability management strategic guidelines and related processes.
- Facilitate the promotion of anti-stigmatization and non-discriminatory environment for persons with disabilities.
- Create equal opportunities for employees with disabilities.
- Create a barrier-free environment for employees with disabilities.
- Stakeholder engagement regarding the disability agenda.
- Financial management and monitoring of the allocated budget.
- Management of human and physical resources of the Disability Management sub-section.

**General:**

- Only the official application form (available on the SAPS website [www.saps.gov.za/careers](http://www.saps.gov.za/careers) and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer 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 comprehensive Curriculum Vitae must be submitted together with the application form.
- Copies do not have to be certified and original documentation must be produced during the selection process as requested.
- Uncertified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, proof of Academic Record of qualifications from recognized institutions (SAQA Accredited), service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license, must be attached to the application.
- Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks.
- Appointments will be made in terms of the South African Police Service Act, 1995 as applicable to the post environment.
- Applicants appointed under the Police Service Act, 1995 will be subjected to a medical assessment by a medical practitioner as determined by SAPS prescripts.
- Applicants appointed under the Police Service Act, 1995 will be subjected to undergo a lateral entry training programme at a SAPS training institution, where applicable.
- Applications must be posted / submitted timeously. **Late applications will not be accepted or considered.**
- The closing date for applications is **2023-01-20 at 16:00.**
- If a candidate is short-listed, it will be expected of him / her to undergo a personal interview as well as a practical assessment.
- **Short-listed candidates for appointment to certain identified posts, will be vetted in terms of the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007 (Act No 32 of 2007) and the Children's Act, 2005 (Act No 38 of 2005). A candidate, whose particulars appear in either the National Register for Sex Offenders or Part B of the Child Protection Register, will be disqualified from the process.**
- **The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointments in the South African Police Service as from 31 January 2015 provide a buccal (inside cheek) sample in order to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database.**
- All short-listed candidates will be subjected to fingerprint screening and reference checking.
- Persons who retired from the Public Service by taking a severance package, early retirement or for medical reasons are excluded.

- 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 the advertisement thereof.
- The South African Police Service is an equal opportunity, affirmative action employer and it is the intention to promote representivity in the Public Service through the filling of these post. Persons whose transfer / appointment will promote representivity will therefore receive preference.
- The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service.
- Hand delivered applications may only be submitted at Koedoe Building, 236 Pretorius Street, Cnr Thabo Sehume (Andries) and Pretorius Streets, Koedoe Arcade, Pretoria. Application must be deposited into the box available at the reception area.
- Applications can be submitted by post to be addressed to: The Section Head: Support Services, (**Attention: Lt Col TR Motsepa / Capt PI Ratau/ Capt LV Mabasa/ PO M Makondo**), Division: Human Resource Management, South African Police Service, Private Bag X 94, Pretoria, 0001.
- Enquiries can be directed to **Lt Col Motsepa / Capt PI Ratau/ Capt Mabasa / PO Makondo** at telephone: (012) 432 7814/ 012 432 7514 /012 393 5060 / 012 393 5076 /012 393 5062)

**We welcome applications from persons with disAbilities**

