

INDEPENDENT POLICE INVESTIGATIVE DIRECTORATE

The Independent Police Investigative Directorate's (IPID) intention is to promote representatively in terms of race, gender and disability within the Department through the filling of posts. Candidates, whose appointment/promotion/transfer will promote the achievement of gender equity within the IPID, will receive preference.

CLOSING DATE : 23 March 2018
NOTE : Applications must be submitted on form Z83, obtainable from any Public Service Department accompanied by a fully completed and signed form Z83 and a recently updated, comprehensive CV as well as recently certified copies(Not older than 3 months after publication of the advert) of all qualification(s) including a Senior Certificate and ID-document [Driver's license where applicable]. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their applications. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. The successful candidate will have to undergo security vetting. His / her character should be beyond reproach. The appointment is subject to security clearance, verification of qualifications and competency assessment (criminal record, citizenship, credit record checks, qualification verification and employment verification).

OTHER POSTS

POST 10/06 : **DEPUTY DIRECTOR: INVESTIGATIONS (REF NO.Q9/2018/12)**

SALARY : R657 558. per annum (Level 11) .The successful candidate will be required to sign a performance agreement

CENTRE : Eastern Cape Provincial Office

REQUIREMENTS : A Relevant Bachelor's Degree/diploma in law or policing or equivalent qualification coupled with 4 years of experience in Management of Criminal investigation. Thorough knowledge and understanding of criminal law, criminal procedure and law of evidence is essential, Project management and patent knowledge of the investigative systems and procedures, human rights and government's broad transformation objectives and initiatives are essential. Ability to work under pressure. A valid driver's license and be able to drive a motor vehicle.

DUTIES : Conduct investigations including all applicable investigative administration, Ensure consultation analysis, classification and registration of cases on the manual registers and database, Manage investigators component by ensuring that the database is updated and registers are completed, stakeholder management and outreach projects.

ENQUIRIES : Mr Mshumpela at (043) 707 7200

APPLICATIONS : Independent Police Investigative Directorate, Private Bag X 9085, East London, 5201 or, hand deliver to Waverly Office Park, No 3 - 33 Phillip Frame Road, Chiselhurst, East London, 5201

FOR ATTENTION : Ms U Quvile at 043) 707 7200

POST 10/07 : **ASSISTANT DIRECTOR: HR ADMINISTRATION REF NO: Q9/2018/12**

SALARY : R334 545. per annum (Level 9) .The successful candidate will be required to sign a performance agreement.

CENTRE : National office Pretoria

REQUIREMENTS : A relevant three (3) year Degree/National Diploma/ NQF 6 in Human Resource Management/Public Management. Three (3) years' experience in the supervision of recruitment and selection, service benefits, conditions of service, termination of service and performance management. Knowledge of PMDS Framwork,

Public Service Regulations, Public Service Act 1994 as amended, Sound knowledge of Public Service legislation and prescripts in HRM. Extensive personnel controller knowledge, A thorough understanding of policy analysis and knowledge of human resources management. Skills: Good presentation, the ability to work under pressure, problem solving, Computer literacy, Result driven, Innovation and customer focused, A valid drivers license, Good interpersonal relations, ability to interpret HRM directives, Analytic thinking, Conflict management.

DUTIES

: Manage the intrernal conditions of service, recruitment and selection, performance management of staff including SMS services. Provide expert advice on human resources policies and practices. Monitor and implement the performance management system. Manage aspects relating to the establishment. Conduct presentation during inductions. Draw statistical analysis of absenteeism. Keep and maintain work registers and status report of all HRM matters. Render secretarial services during interviews. Supervise and develop staff. Compilation of monthly reports and statistics. Personnel controller duties. Management of the registry.

ENQUIRIES

: Ms D Kumalo at 012 399 0038

APPLICATIONS

: Independent Police Investigative Directorate, Private Bag X 941, Pretoria, 0001 or, hand deliver to City Forum Building, 114 Madiba Street, Pretorial Central.