

## INDEPENDENT POLICE INVESTIGATIVE DIRECTORATE

***The Independent Police Investigative Directorate (IPID) is an equal opportunity and affirmative action employer. It is our intention to promote representatively in terms of race, gender and disability within the Department through the filling of posts.***

**NOTE:** Applications must be submitted on the new Z83 form, obtainable from any Public Service Department accompanied by a fully completed and signed form Z83 and a recently updated, comprehensive CV and attach 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). All shortlisted candidates for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend competency assessment using the mandated DPSA SMS competency assessment tools. Furthermore, the requirements for appointment at Senior Management Service level include the successful completion of Senior Management Pre-entry Programme as endorsed by the National School of Government. Applicants should therefore attach proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. The successful candidates will be appointed on a probation period of 12 months and will be required to sign a performance agreement. The suitable candidate will be selected with the intention of promoting representivity and achieving affirmative action targets as contemplated in the Department's Employment Equity Plan

**CLOSING DATE: 29 OCTOBER 2021**

**POST: PROVINCIAL HEAD**

**CENTRE: KWAZULU-NATAL**

**REF NO: Q9/2021/52**

**SALARY: R 1 273 710.00 per annum (Level 14)**

**REQUIREMENTS:** An undergraduate qualification (NQF level 7) as recognised by SAQA, in Law, Investigations or Policing, coupled with 5 years' experience at senior management level. Thorough knowledge and understanding of the IPID Act and Criminal law, the Public Finance Management Act and other relevant legislation. Knowledge of the statistical information. Knowledge of the investigative system and procedures. Knowledge of the human rights and government's broad transformation objectives and initiatives. Sound knowledge in compliance practices and requirements. Thorough knowledge and understanding of criminal law, Project management, investigative system and procedures, human rights and government's broad transformation objectives and initiatives are essential, Sound knowledge in compliance practices and requirements, a good track record of managing strategic programmes and projects, Strategic thinker who is able to work with individual and teams at both management and operational level. Skills and Competencies: Strategic capacity and leadership, Analytical thinking, problem solving and decision making skills, Innovative and creative, Project management at strategic level, People development and empowerment, Honesty and Integrity

**DUTIES:** Appointment and performance of management of staff, Facilitate investigations of cases and to perform any other function incidental to such investigations, Control and monitor active cases, refer matters investigated by the Provincial Office under the Independent Police investigative Directorate to the National or relevant prosecuting authority for criminal prosecution, Report to the Executive Director on matters investigated, Refer disciplinary matters to the Provincial Commission, Facilitate cooperation between the Provincial Head and the Provincial Civilian Secretariat of Police and SAPS, Keep proper financial records and prepare financial statements, Monitor and review service delivery against strategic objectives, Participation in the Management Committee, Maintain discipline and sound labour relations, Ensure compliance with administrative guidelines issued by the Executive Director.

**APPLICATIONS:** Independent Police Investigative Directorate, National Office Private Bag X 941 Pretoria 0002 hand deliver to Benstra Building, 473 Stanza Bopape & Church street, Arcadia Pretoria 0001

**EMAIL ADDRESS:**

[RecruitmentPHKZN@ipid.gov.za](mailto:RecruitmentPHKZN@ipid.gov.za)

**ENQUIRIES:**

Mr T Keefelakae @ (012) 399 0178 / 071 280 1257

**ATTENTION:**

Ms E Lethole