

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 should be submitted on a Z83 obtained from any Public Service Department accompanied by a comprehensive CV, certified copies of Qualifications and ID. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful, as communication will be made with short listed candidates only. The successful candidate will have to undergo security vetting. His / her character should be beyond reproach. The appointment is subject to security clearance and verification of qualifications. Faxed, emailed, registered post and late applications will not be considered.

CLOSING DATE : **28 October 2016**

POST : **ASSISTANT DIRECTOR: INVESTIGATIONS: REF NO: Q9/2016/67**

SALARY : R 389 145.00 per annum

CENTRE : Eastern Cape

REQUIREMENTS : To be considered for this position, a candidate must be in possession of a Matric / Grade 12 certificate or relevant Degree/diploma in law or policing and should have a minimum of three (3) years' experience in criminal Investigations, two (2) years of which must have been gained in a supervisory position. Working knowledge and understanding of Criminal Law, Criminal Procedure and Law of Evidence are essential for. In addition, the candidate must be competent in report writing skills, as well as verbal and written communication skills. He/she must be computer literate and possess a valid unendorsed Code 08 driver's license and be able to drive a vehicle. The candidate must also be competent and fit to handle a firearm or must be willing to undergo such a test. He/she must be willing to perform standby duties, overtime and be able to work under pressure.

DUTIES : His/her duties will mainly entail the overall management of the investigation component including but not limited to personnel, assets and workload. The supervision of principal investigator(s); He/she must ensure that complaints lodged with the provincial office are registered, correctly classified and allocated to the investigators for further processing. He must ensure the attendance of crime scenes and post mortems; collection; safeguarding and processing of exhibits at the crime scene, including conducting of interviews with suspects and witnesses and obtaining affidavits in accordance with applicable legislation, policies and Standard Operating Procedures of the IPID. Ensure that the complainant or his/her next of kin and other relevant stakeholders are kept abreast regarding progress of the investigation; conduct or assist in conducting investigations of complaints of alleged criminality and misconduct especially those involving high profile and senior members of the SAPS/MPS; evaluate investigation reports and memoranda with recommendations before being submitted to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action. Ensure that the status of each case is updated electronically on the database as well as manually in the appropriate registers. Provide monthly returns/statistics on activities of the component and report on compliance with the strategic objectives.

Enquiries: SC. Mshumpela (043) 707 7200

APPLICATIONS: Independent Police Investigative Directorate, Private Bag X 9085, East London, 5200 or hand deliver to 3-33 Waverley Office Park, Phillip Frame Road, Chiselhurst, East London, 5247

FOR ATTENTION : Ms N Mtyida

CLOSING DATE : 28 October 2016

OTHER

POST .../... : **PRINCIPAL INVESTIGATOR REF NO: Q9/2016/68**

SALARY : R311 784 per annum, Level 9. The successful candidate will be required to sign a performance agreement.

CENTRE : Bellville (Western Cape)

REQUIREMENTS : A minimum of Grade 12 and five (5) years' proven experience in criminal investigations are required for consideration to this position. Previous supervisory experience is essential. A degree/diploma in law or policing will serve as an added advantage. Knowledge of Criminal Law, Criminal Procedure and Law of Evidence are essential for consideration. The successful candidate must possess a valid Code 8 driver's license and be able to drive the motor vehicle in that class, be computer literate and be able to work under pressure. Be competent and fit to handle a firearm or must be willing to undergo such a test. Willing to perform standby and overtime duties. Skills and competencies: Analytical thinking, problem solving and decision making skills. Competent in interviewing, report writing as well as verbal and written communication skills. Client orientation and customer focus. Results-driven.

DUTIES : Key performance Areas: Supervise Senior Investigators by providing guidance on the investigation of complaints in line with the IPID's legislative imperative and Standard Operating Procedure. Receive, register and allocate cases. Attend crime scenes and post mortems. Collect, safeguard and process exhibits at the crime scene. Conduct interviews with suspects and witnesses and obtaining affidavits. Advise the victims or their next of kin and other relevant stakeholders regarding progress of the investigation. Stakeholder management. Conduct investigations of cases of alleged criminality and misconduct against members of the police as stipulated in Section 28 of the IPID Act. Conduct searches, seizures and collection of evidence etc. Compile investigation reports and memoranda with recommendations to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action. Draft and type investigation report at the conclusion of each investigation. Update electronically the status of each case on the database. investigations of complaints of alleged criminality and misconduct against members of the police; conduct searches, seizures and collection of evidence etc; compiling investigation reports and memoranda with recommendations to the Director of Public Prosecutions and the SAPS for consideration to prosecute or take appropriate disciplinary action. Draft and type investigation reports at the conclusion of each investigation. Electronically update the status of each case on the database.

ENQUIRIES : Mr GJ Trussell Tel: (021) 941 4800

APPLICATION : Independent Police Investigative Directorate, Private Bag X43, Bellville, 7535 or hand delivered at 1st Floor, Fintrust Building, Corner of Petrusa and Mazzur Streets, Bellville, 7530

FOR ATTENTION : Ms N Matintela