

EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 2 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE

1. The posts contained in this circular are vacant and will be advertised externally in the **Rapport, Sunday Times** and **City Press** on **2015-06-28** for appointment purposes as contemplated in National Instruction 6 of 2005. Employees on levels other than those advertised and that conform to the requirements are invited to apply. The contents of this circular will be available on the South African Police Service website and will also be circulated to all email users by means of Communications Nodal Point and must be made available to all employees of the South African Police Service.

2. The generic minimum requirements applicable to all posts unless specified differently are as follows:

*Applicants must display competency in the core functions of the post; *Be fluent in at least two of the official languages, of which one must be English; *Be in possession of a Senior Certificate (Grade 12); *Applicants will be subjected to a vetting process which will include security screening and fingerprint verification; Must have no criminal record or pending criminal/ departmental cases; *Computer literacy, interpersonal communication (verbal and written) and organizational skills; *At least a valid light vehicle driver's license (SAPS Act appointments only). *Be able to render at least ten (10) years of pensionable service before reaching the pensionable age of 65 years (Public Service Act employees) and 60 years (Police Act members).

*The post requirements are applicable as specified in addition to generic minimum requirements and in addition to any other additional requirements as specified in the specific post.

POST REQUIREMENTS FOR THE COMPONENT: QUALITY MANAGEMENT

[Applicable to Reference Numbers: FS 600/2015, FS 632/2015 and FS 633/2015]

*Applicants must display competency in the core functions of the post; *A BSc or a three year relevant NQF 6 qualification in Natural Sciences, Environmental Management, Safety Health and Environment Management, Occupational Health, Environmental Health or Quality Management; *The candidate must have proven skills in respect of decision-making, communication, strategic thinking, presentation, report writing, facilitation, inter- and intra-personnel relations and management skills; *Knowledge of ISO 9001, 17025, Occupational Health and Safety (OHS) Act and National Environmental Management Act (NEMA); *Knowledge of ISO 17020, ISO 14001, OHSAS 18001, Compensation for Occupational Injuries and Diseases Act (COIDA), Ms Access and Minimum Information Security Standard (MISS) Act, and Good Laboratory / Manufacturing Practice will be an added advantage.

POST REQUIREMENTS FOR THE DISCIPLINE: EXPLOSIVES SECTION

[Applicable to Reference Numbers: FS 605/2015, FS 614/2015 and FS 615/2015]

*Applicants must display competency in the core functions of the post; *A relevant three year NQF 6 qualification in Policing, Criminology, Law, Criminal Justice System or related fields; *Have 3 years' experience in the field of the post for posts on level 10 (Major) and 2 years' experience for posts on the level 8 (Lieutenant); *Successful completion of Explosives Basic Training including the following courses/training programmes: Explosives and Improvised Explosives Devices/Basic Bomb Technician Course; Basic Explosives Control [only applicable from 2001]; and Commercial Explosives System and Bomb Data System Course; *The candidate must have proven skills in respect of decision-making, communication, strategic thinking, presentation, report writing, facilitation, inter-and intra-personnel relations and management skills.

POST REQUIREMENTS FOR THE DISCIPLINE: BIOLOGY SECTION

[Applicable to Reference Numbers: FS 606/2015, FS 608/2015, FS 612/2015, FS 624/2015 and Post No FS 634/2015]

*Applicants must display competency in the core functions of the post; *A three year NQF 6 qualification in Natural Science is required with the following: Biochemistry/Micro-Biology, Human Genetics, Medical Sciences, Medical Technology, Anatomy, Molecular Biology with at least 2 years' experience in the field of the post; *Relevant

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training/courses in the field of the post will be an advantage.

POST REQUIREMENTS FOR THE DISCIPLINES IN CHEMISTRY AND SCIENTIFIC ANALYSIS

[Applicable to Reference Numbers: FS 607/2015, FS 609/2015, FS 610/2015, FS 611/2015, FS 622/2015, FS 623/2014, FS 626/2014, Post No FS 627/2015 and FS 631/2015]

*A three year NQF 6 qualification majoring in one or more of the following: Fire Investigation/ Technology, Mathematics, Statistics, Applied Mathematics, Chemistry, Analytical Chemistry, Organic Chemistry, Pure and Applied Chemistry, Physical Chemistry and Toxicology, including relevant Engineering disciplines; *The requirements are applicable to posts for the Chemistry and Scientific Analysis Disciplines in addition to the generic minimum requirements and in addition to the additional requirements where it is specified differently; *Experience in the relevant forensic discipline would be an advantage.

POST REQUIREMENTS FOR PUBLIC SERVICE ACT POSTS

*Be in possession of a Senior Certificate (Grade 12); *Applicants in possession of a higher qualification in the specific field or who have completed an internship/currently undergoing an internship in the Public Service may receive preference;*Appropriate/relevant experience in the field of the post as well competency in MS Word, Excel and PowerPoint will be an advantage.

1. **Post Title:** Colonel
Section Commander: Quality Management: Biology
Section: Quality Management: Forensic Science Laboratory
Component: Quality Management
Location of the post: Pretoria (1 Post) **(Ref FS 600/2015)**
Salary Level: BAND MMS Salary Notch R 608 610 (Per Annum)

Additional Requirements:

*Five (5) years relevant work experience in the field of the post with 3 years managerial/supervisory experience in the field of the post with at least.

Core Responsibilities:

*The rendering of an effective and efficient Quality Management service within the Biology environment; *Ensure the implementation and management of Quality Assurance Principles; *Ensure the implementation and management of Quality Control Principles; *Ensure the implementation and management of Environmental Compliance Principles; *Ensure the implementation and management of Method Validation Principles*The effective and efficient management including the utilization of all resources allocated to the immediate post environment in accordance with the relevant directives and legislation.

2. **Post Title:** Major
Commander: Crime Scene Laboratories: Local Criminal Record Centre
Component: Criminal Record and Crime Scene Management
Location of the post: Provincial CR & CSM: Cape Town: Western Cape: **(1 Post) (Ref FS 601/2015)**
Pretoria Central: Gauteng (1 Post) **(Ref FS 602/2015)**
Salary Level: Band D Salary Notch R335 964 (Per Annum)

Post Requirements:

*A relevant three year NQF 6 qualification in Natural Science; *A minimum of 3 years relevant operational/ managerial experience in the field of the post.

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Core Responsibilities:

*Manage the chemical processing of physical evidence collected at crime scenes, including the turnaround time for the processing of exhibits; *Manage the disposal process of evidence collected at crime scenes according to the prescripts and procedures; *Apply procedure for managing the scanned lifter and chemical processed or captured images within the laboratory; *Archiving of images in terms of the policies (laboratory policy and digital policy); *The effective and efficient management including the utilization of all physical and human resources allocated to the immediate post environment in accordance with relevant directives and legislation.

3. **Post Title:** Major (Chief Forensic Analyst) **[RE-ADVERTISEMENT]**
Sub Section Commander: Mechanical & Metallurgical Engineering
Section: Ballistics
Component: Forensic Science Laboratory
Location of the post: Western Cape: Plattekloof (1 Post) **(Ref FS 603/2015)**
Salary Level: Band D Salary Notch R335 964 (Per Annum)

Post Requirements:

*An applicable three year degree or National diploma in Mechanical Engineering or Metallurgical Engineering; *At least three (3) years relevant experience in Mechanical and or Metallurgical Engineering coupled with 2 years in Forensic Engineering; *The applicant must be registered with ECSA as at least a Professional Technician/ Technologist/ Engineer. *The applicant must have successfully passed a recognized Vehicle Accident Reconstruction course.

Core Responsibilities:

*Manage crime scenes and compile reports in vehicle theft and vehicle accident reconstruction; *Ensure compliance of the Sub-Section to requirements of Quality Management System (QMS); *Manage the engineering equipment needs which include the procurement and calibration of instruments in order to manage the equipment; *Manage research and development in forensic engineering including training in vehicle theft and vehicle accident reconstruction; *The effective and efficient management and utilization of all resources allocated to the immediate post environment in accordance with relevant directives and legislation.

4. **Post Title:** Major **[RE-ADVERTISEMENT]**
Commander: Technical Management:
Section: Regional Quality Management
Component: Quality Management
Location of the post: Plattekloof: Western Cape (1 Post) **(Ref FS 604/2015)**
Salary Level: Band D Salary Notch R335 964 (Per Annum)

Post Requirements:

*Applicants must display competency in the core functions of the post; *Be in possession of a relevant three year NQF 6 qualification in Information Technology/ Technology Management, Mechanical/ Electrical Engineering or Natural Sciences with at least 3 years' proven experience in the field of the post; * Knowledge of ISO 9001, 17025; *Relevant training/courses in the field of the post; *Proven experience and knowledge in either mechanical, electrical engineering or Information Technology.

Core Responsibilities:

*Management and facilitation of implementing technical management including the rendering of an efficient service with regard to technology for laboratory operations and compliance to legislation, by-laws and standards

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(Occupational Health and Safety, Quality System, Hazardous waste etc.);*First line of response in place in terms of fault recognition/avoidance and preventative risk maintenance;*Prepare and review quality documents regarding technical matters and facilitating the installation, classification and decommissioning of equipment;*Facilitate equipment calibration and standardization according to Quality Manual and reduced equipment downtime and effective utilization;*The effective and efficient management including the utilization of all resources allocated to the immediate post environment in accordance with the relevant directives and legislation.

5. **Post Title:** Major
Commander: Bomb Disposal: Explosives
Section: Provincial Criminal Record and Crime Scene Management
Component: Criminal Record and Crime Scene Management
Location of the post: Cape Town: Western Cape (1 Post) **(Ref FS 605/2015)**
Salary Level: Band D Salary Notch R335 964 (Per Annum)

Core Responsibilities:

* Manage an efficient bomb disposal service within the area in order to secure the public against the threat of improvised explosive devices, conventional bombs and chemical, biological, radiological and nuclear threats;
*Supervise and coordinate the enforcement of the Explosives Act and Explosives Regulations by inspectors of explosives; *Ensure data integrity of the Bomb Data System (BDS) and Commercial Explosives System (CES); and supervise explosives auditing and destruction activities The effective and efficient management, including the utilisation of all physical and human resources allocated to the immediate post environment in accordance with relevant directives and legislation.

6. **Post Title:** Major
Commander: Complex / Serial DNA Case Review: Case Review
Section: Biology
Component: Forensic Science Laboratory
Location of the post: Pretoria: Gauteng (1 Post) **(Ref FS 606/2015)**
Salary Level: Band D Salary Notch R335 964 (Per Annum)

Additional Requirements:

* At least four (4) years relevant management experience in the field of the post.

Core Responsibilities:

* Management of an efficient and effective Complex Serial DNA of the Case Review of the Biology Section;
*Implement and monitor preventative and correction action; * Ensure compliance with policies and SOP'S on case files; *The effective and efficient management of all physical and human resources allocated to the immediate post environment in accordance with relevant directives and legislation.

7. **Post Title:** Major
Commander: Drugs General: Chemical Analysis
Section: Chemistry
Component: Forensic Science Laboratory
Location of the post: Pretoria: Gauteng (1 Post) **(Ref FS 607/2015)**
Salary Level: Band D Salary Notch R335 964 (Per Annum)

Additional Requirements:

*At least 4 years proven experience in drug analysis, of which at least 2 years must be management

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experience; *Must be authorized to perform forensic drug analysis.

Core Responsibilities:

*Manage an effective and efficient laboratory services regarding the application of Forensic Science in the investigation of Chemical Analysis related matters; *Manage all processes regarding drug analysis and provide support regarding all other chemical related analysis; *Manage the process of identification of drugs, including routine, new designer drugs, medicines, complex drugs, poisons and flammable substances and the analysis thereof; *Perform case file review; * Provide expert testimony in courts of law; *Comply with the Quality Management System and SHE requirements; *Compile investigation reports for court purposes and court testimony; *The effective and efficient management including the utilization of all resources allocated to the immediate post environment in accordance with the relevant directives and legislation.

8. **Post Title:** Senior Forensic Analyst (Lieutenant)
Sub Section: Semi Automation Reference Samples: DNA Analysis
Section: Biology
Component: Forensic Science Laboratory
Location of the post: Platteklouf: Western Cape (1 Post) **(Ref FS 608/2015)**
Salary Level: BAND C Salary Notch R 266 715 (Per Annum)

Additional Requirements:

*At least two (2) years relevant experience in the field of the post; *Proven supervisory experience.

Core Responsibilities:

*Schedule Post-Isolation Samples in the Semi-Automated System; Schedule manually Isolated Samples in the Semi-Automated System; *Prioritize samples and management of system errors; *Prioritize samples at GMIDX; *Ensure correct Samples information is logged into the System; *Ensure transfer of analyzed Samples for further processing within the stipulated times;*Compile weekly and monthly stats; Ensure adherence to occupational Health and Safety by ensuring that personnel use specified PPE; *Review of SOP's; *Ensure monitoring of preventative/ corrective actions.

9. **Post Title:** Senior Forensic Analyst (Lieutenant)
Sub Section: Fire Investigation: Chemistry Investigation
Section: Chemistry
Component: Forensic Science Laboratory
Location of the post: Pretoria: Gauteng (1 Post) **(Ref FS 609/2015)**
Salary Level: BAND C Salary Notch R 266 715 (Per Annum)

Post Requirements:

*At least two (2) years relevant experience in the field of the post; *Must be able to provide mentorship in the field of the post; *Must be able to travel regularly and extensively to relevant areas to provide the required service.

Core Responsibilities:

* Perform fire origin and cause determination;* Perform crime scene reconstruction of fire scenes.::* Issue 212 statements/reports on the findings;* Provide expert testimony in courts of law;* Comply with the Quality Management System and SHE requirements; *Perform case file review; * Successful participation in relevant training interventions and mentorship; *Perform managerial and supervision functions; *Management and utilization off all resources allocated to the environment in accordance with relevant directives and legislations

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10. **Post Title:** Senior Forensic Analyst (Lieutenant)
Sub Section: Drugs Complex: Chemical Analysis
Section: Chemistry
Component: Forensic Science Laboratory
Location of the post: Pretoria: Gauteng (1 Post) **(Ref FS 610/2015)**
Port Elizabeth: Eastern Cape (1 Post) **(Ref FS 611/2015)**
Salary Level: BAND C Salary Notch R 266 715 (Per Annum)

Post Requirements:

*At least two (2) years relevant experience in the field of the post; *Must be able to provide mentorship in the field of the post; *Must be proficient in forensic drug analysis.

Core Responsibilities:

*Perform analysis of drugs, medicines, including complex and designer drugs; * Issue Section 212 statement/ reports;* Conduct technical and administrative review on case files.; *Perform case file review; * Provide expert testimony in courts of law;* Comply with the Quality Management System and SHE requirements ;* Successful participation in relevant training interventions and mentorship; *Perform managerial and supervision functions; *Management and utilization off all resources allocated to the environment in accordance with relevant directives and legislations

11. **Post Title:** Senior Forensic Analyst (Lieutenant)
Sub Section: Routine DNA Case Review: Case Review
Section: Biology
Component: Forensic Science Laboratory
Location of the post: Pretoria: Gauteng (1 Post) **(Ref FS 612/2015)**
Salary Level: BAND C Salary Notch R 266 715 (Per Annum)

Additional Requirements:

*At least 2 years' experience in the field of the post.

Core Responsibilities:

*Supervision of Routine DNA Case Review Analysts; *Dealing of cases to Routine DNA review Analysts as well as monitoring finalization thereof; *Perform administrative and technical review of cases; *Ensure compliance to standards and protocols of the Quality Management System of the FSL and Biology unit and report on any problems / non conformities; *To ensure that members are performing within the prescribed norms to increase productivity; To evaluate cases, reports, notes, data and other supporting documentation for consistency with laboratory quality policies and editorial correctness.

12. **Post Title:** Senior Forensic Analyst (Lieutenant)
Sub Section Commander: Institutional Development: Development Facilitation: Ballistics
Section: Development Facilitation
Component: Quality Management
Location of the post: Pretoria: Gauteng (1 Post) **(Ref FS 613/2015)**
Salary Level: BAND C Salary Notch R 266 715 (Per Annum)

Post Requirements:

*A relevant three year NQF 6 qualification in Natural Technology Management; Quality Management Risk (Security/ Information Technology) Management; Criminology, Forensic Sciences, Medical Science/ Technology; *Experience in at least 3 years forensic Ballistic examinations; *Basic Knowledge of ISO 9001,

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17020, 14001, OHSAS 18001; *Applicant must display report writing skills, facilitation and presentation skills, project and time management.

Core Responsibilities:

*Manage forensic institutional development, forensic awareness, and mentorship and coaching programs for the Ballistic Section; *Ensure that Ballistic training modules are compliant with Education, training and are valid and appropriate; *Perform functions in the operational laboratory when not occupied with training; *Management and utilization off all resources allocated to the environment in accordance with relevant directives and legislations.

13. **Post Title:** Lieutenant
Sub-Section: Bomb Disposal: Explosives
Section: Provincial Criminal Record and Crime Scene Management
Component: Criminal Record and Crime Scene Management
Location of the post: Durban: Kwazulu-Natal (1 Post) **(Ref FS 614/2015)**
Salary Level: BAND C Salary Notch R 266 715 (Per Annum)

Core Responsibilities:

*Manage attendance to bomb incidents and bomb disposal related activities within the area of responsibility in order to secure the public against the threat of improvised explosive devices, conventional bombs and chemical, biological, radiological and nuclear threats; *Process requests for bomb disposal services; *Manage the capturing of incidents and activities on the Bomb Data System (BDS); *The effective and efficient management, including the utilisation of all physical and human resources allocated to the immediate post environment in accordance with relevant directives and legislation.

14. **Post Title:** Lieutenant
Sub Section Commander: Explosives Control
Component: Criminal Record & Crime Scene Management
Location of the post: Johannesburg: Gauteng (1 Post) **(Ref FS 615/2015)**
Salary Level: BAND C Salary Notch R 266 715 (Per Annum)

Core Responsibilities:

*Supervise and coordinate the enforcement of the Explosives Act and Explosives Regulations by inspectors of explosives; *Ensure data integrity of the Commercial Explosives System (CES); *Supervise explosives auditing and destruction activities; *Manage the effective and efficient utilization of all resources allocated to the immediate post environment in accordance with relevant directives and legislation.

15. **Post Title:** Forensic Analyst (Warrant Officer)
Section: Crime Scene Laboratories
Component: Criminal Record and Crime Scene Management
Location of the post: Middelburg: Eastern Cape (1 Post) **(Ref FS 616/2015)**
Mitchells Plain: Western Cape (1 Post) **(Ref FS 617/2015)**
Paarl: Western Cape (2 Posts) **(Ref FS 618/2015)**
Protea Glen: Gauteng (1 Post) **(Ref FS 619/2015)**
Potchefstroom: North West (1 Post) **(Ref FS 620/2015)**
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Post Requirements:

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*A relevant three year NQF 6 qualification in Natural Sciences; *Relevant experience in the field of the post will be an advantage.

Core Responsibilities:

*Examine evidence or exhibits at crime scenes or in the laboratory for Fingerprints using the chemical methods;
*Photographing of exhibits and evidence in the laboratory;*Capture the outcome of processed evidence using digital capturing system;*Maintain facilities in terms of general laboratory practices;*Store and dispose exhibits according to laboratory prescripts;*Prepare final reports and affidavits on findings for court purposes.

16. **Post Title:** Forensic Analyst (Warrant Officer)
Sub-Section: Chemical Processing: Crime Scene Laboratories
Section: Crime Scene Management
Component: Criminal Record and Crime Scene Management
Location of the post: Pretoria: National Office (1 Post) (Ref FS 621/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Post Requirements:

*A three year NQF 6 qualification in Natural Sciences; *A Degree or Diploma (NQF 6) with the following modules: Biochemistry/Micro-Biology, Genetics, Medical Sciences, Medical Technology, Molecular Biology and Physiology will be an advantage; *Relevant experience in the field of the post will be an advantage.

Core Responsibilities:

*Process exhibits by utilizing the process flow as set out by the standards: *Render an effective laboratory service in accordance with the strategic objectives; *Present evidence in court.

17. **Post Title:** Forensic Analyst (Warrant Officer)
Sub-Section: Drugs General: Chemical Analysis
Section: Chemistry
Component: Forensic Science Laboratory
Location of the post: Silverton: Pretoria (2 Posts) (Ref FS 622/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Additional Requirements:

*Experience in chemical analysis would be beneficial; * minimum of two (2) years relevant experience in the field of the post will be an advantage;

Core Responsibilities:

*To perform effective analysis of exhibit material for drug and medicine related substances; *Issue the 212 statements/reports on the findings; *Perform case file review; *Provide expert testimony in courts of law; *Comply with the Quality Management System and SHE requirements; *Perform forensic investigation including crime scene investigations; *Conduct relevant research; *Perform general administrative duties related to casework; *Successful participation in relevant training interventions and mentorship.

18. **Post Title:** Forensic Analyst (Warrant Officer)
Sub-Section: Fire Investigation: Chemical Analysis
Section: Chemistry
Component: Forensic Science Laboratory
Location of the post: Port Elizabeth: Eastern Cape (1 Post) (Ref FS 623/2015)

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Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Additional Requirements:

*Experience in the field of the post would be beneficial; *Must be able to travel regularly and extensively to relevant areas to provide the required service.

Core Responsibilities:

*Perform fire origin and cause determination. *Fire scene reconstruction; *Provide expert testimony in court; *Perform general administrative duties related to casework; *Successful participation in relevant training interventions and mentorship.

19. **Post Title:** Forensic Analyst (Warrant Officer)
Sub-Section: Evidence Recovery
Section: Biology
Component: Forensic Science Laboratory
Location of the post: Pretoria: Gauteng (7 Posts) (Ref FS 624/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Additional Requirements:

*A minimum of two (2) years relevant experience in the field of the post will be an advantage.

Core Responsibilities:

*Analyses of biological material up to the level of evidence processing or analysis of DNA results;
*Submission of reports regarding analyses performed; *Present expert testimony in court; *Attendance of applicable training interventions; *Perform general administrative duties related to case work.

20. **Post Title:** Forensic Analyst (Warrant Officer)
Sub Section: Image Analysis
Section: Scientific Analysis
Component: Forensic Science Laboratory
Location of the post: Pretoria: Silverton (1 Post) (Ref FS 625/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Post Requirements:

*A National Diploma / BTech in one or more of the following: Fine Arts / Graphic Design with Photography / Multimedia as a subject; *Proven and demonstrable experience in Adobe Premium.

Core Responsibilities:

*Perform casework and analysis of video footage; *Testify in court on examinations performed; * Crime scene attendance.

21. **Post Title:** Forensic Analyst (Warrant Officer)
Sub Section: Organic Analysis: Material Analysis
Section: Scientific Analysis
Component: Forensic Science Laboratory
Location of the post: Pretoria: Silverton (1 Post) (Ref FS 626/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Post Requirements:

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*B-Tech or B.Sc with chemistry as a major; *At least two years proven work experience in the analytical use of GC-MS or LC-MS; *Sound knowledge and experience in chromatography; **Previous work experience in Quality Management with specific proven experience in ISO 17025 will be beneficial.

Core Responsibilities:

*Perform organic analysis; *Testify in court on examinations performed; *Crime scene attendance and investigation; *Facilitate and present training; *Instrument maintenance; *Perform duties related to Quality Management.

22. **Post Title:** Forensic Analyst (Warrant Officer)
Sub Section: Microscopy Analysis: Trace Analysis
Section: Scientific Analysis
Component: Forensic Science Laboratory
Location of the post: Pretoria: Silverton (1 Post) (Ref FS 627/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Additional Requirements:

*Microscopy experience will be an advantage; *Additional experience in FTIR will be beneficial.

Core Responsibilities:

*Perform case work involving fibre, rope and button analysis; *Present expert testimony in court; *Attend crime scenes; *Facilitate and present training.

23. **Post Title:** Forensic Analyst (Warrant Officer)
Sub Section: Questioned Document Analysis
Section: Regional Laboratory
Component: Forensic Science Laboratory
Location of the post: Platteklouf: Western Cape (1 Post) (Ref FS 628/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Post Requirements:

*A three year NQF 6 qualification majoring in one or more of the following: Psychology, Criminology, Chemistry, Police Science or B-Tech in Policing.

Core Responsibilities:

* To render and maintain a quality Forensic Questioned Document analysis service; *Analyze all exhibits pertaining to documents, bank notes, credit cards, erasers and alterations on documents as well as hand writing and signature cases; *The issuing of Section 212 Statements / reports on the findings of analysis to investigating officer; *Give testimony in courts of law; *General administrative duties related to case work.

24. **Post Title:** Forensic Analyst (Warrant Officer)
Sub Section: Ballistics Analysis: Ballistics
Section: Regional Laboratory
Component: Forensic Science Laboratory
Location of the post: Platteklouf: Western Cape (1 Post) (Ref FS 629/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Post Requirements:

*A three year NQF 6 qualification majoring in one or more of the following: Forensic Investigation / Science, Criminalistics, Police Science, Armorer, Criminology, Police Administration, Criminal Law, Criminal

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Procedure; Law of Evidence, Medical Technology, Medical Science, Physics, Chemistry –Analytical / Pure & Applied, Computer Science, Mathematical Statistics, Applied Mathematics, Metallurgy..

Core Responsibilities:

*Examination of Ballistics related cases; *Investigation of Ballistics related crime scenes; *Submission of reports regarding analyses performed; *Present expert testimony in court; *Attend formal lectures and practical sessions of the different training levels and modules; *Submit assignments; *General administrative duties related to case work.

25. **Post Title:** Forensic Analyst (Warrant Officer)
Sub Section: Metallurgical Engineering: Mechanical & Metallurgical Engineering
Section: Ballistics
Component: Forensic Science Laboratory
Location of the post: Pretoria (1 Post) (Ref FS 630/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Post Requirements:

*An applicable three year degree or National Diploma in Metallurgical Engineering - N Dip / B Tech / B. Eng or Bsc. Engineering in Metallurgical Engineering.

Core Responsibilities:

*Perform vehicle accident reconstruction related casework; *Perform metallurgical investigations into failed vehicle components including filament failure analysis and tyre failure analysis; *Perform vehicle theft related casework; *Present expert testimony in court; *Crime scene attendance

26. **Post Title:** Forensic Analyst (Warrant Officer) [RE-ADVERTISEMENT]
Sub Section: Profiling: Material Analysis
Section: Scientific Analysis
Component: Forensic Science Laboratory
Location of the post: Silverton: Pretoria (1 Post) (Ref FS 631/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Core Responsibilities:

*Perform casework material analysis and profiling case work; *Present expert testimony in court; *Crime scene attendance; *Ensure compliance with the Quality Management System and SHE requirements

27. **Post Title:** Forensic Analyst (Warrant Officer) [RE-ADVERTISEMENT]
Section: Regional Quality Management
Sub-Section: Quality Management: Pretoria
Component: Quality Management
Location of the post: Pretoria: (1 Post) (Ref FS 632/2015)
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Additional Requirements:

At least 1 year relevant work experience in the field of the post

Core Responsibilities:

*The performing of Hazard Identification and Risk Assessment; The conducting of SHE-awareness training and / or induction, The administration of the following programs: Incident Management, Emergency preparedness and Evacuation, First Aid, Fumigation and Pest Control, Occupational Exposure Limits (OEL). Co-ordination

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and administration of the Provincial CR & CSM Waste Management Program. Monitor Implementation of the Occupational Health and Safety Act, Ensure compliance with regard to Environmental Regulations for Workplaces. Proper management and utilization of resources allocated to the immediate post environment.

- 28. Post Title:** Forensic Analyst (Warrant Officer)
Section: Regional Quality Management
Sub-Section: Quality Management: Pretoria
Component: Quality Management
Location of the post: Pretoria: (1 Post) **(Ref FS 633/2015)**
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Additional Requirements:

At least 1 year relevant work experience in the field of the post

Core Responsibilities:

*Implementation of Quality Control and Quality Assurances and ISO standards including – ISO 17020, ISO 17025, ISO 9001 as applicable to the environment; *The conducting of Supplier Audits in accordance with applicable standards / contract terms, focusing on: The initiation of cost recovery processes where applicable, Customer complaints management and Product change notification. Conduct inspections and audits as per relevant standards; *Ensure closure of non-conformance; *Develop and Administer the Proficiency Test (PT) Program of the Division; *Compile Tender specifications for the Proficiency Tests applicable to the Division; *Conduct trend analysis on the pass and failure rate; *Update the Divisional Quality Manual; *Proper management and utilisation of resources allocated to the immediate post environment.

- 29. Post Title:** Forensic Analyst (Warrant Officer)
Sub Section: DNA Analysis
Section: Biology
Component: Forensic Science Laboratory
Location of the post: Platteklouf: Western Cape (1 Post) **(Ref FS 634/2015)**
Salary Level: BAND B1 Salary Notch 3 R 227 994 (Per Annum)

Post Requirements:

*Relevant experience in the field of the post will be an advantage.

Core Responsibilities:

*Analysis of biological material up to the level of evidence processing or analysis of DNA results; *Submission of reports regarding analyses performed; *Present expert testimony in court; *Attendance of applicable training interventions; *Perform general administrative duties related to case work.

- 30. Post Title:** Constable
Sub Section: Crime Scene Investigation: Local Criminal Record Centre
Component: Criminal Record & Crime Scene Management
Location of the post: Brits: North West (1 Post) **(Ref FS 635/2015)**
Mount Road: Eastern Cape (2 Posts) **(Ref FS 636/2015)**
Cradock: Eastern Cape (1 Post) **(Ref FS 637/2015)**
Mokopane: Limpopo (1 Post) **(Ref FS 638/2015)**
Groblersdal: Limpopo (1 Post) **(Ref FS 639/2015)**
Musina: Limpopo (1 Post) **(Ref FS 640/2015)**
Phalaborwa: Limpopo (1 Post) **(Ref FS 641/2015)**
Thabazimbi: Limpopo (1 Post) **(Ref FS 642/2015)**
Lebowakgomo: Limpopo (1 Post) **(Ref FS 643/2015)**

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Worcester: Western Cape (1 Post) (Ref FS 644/2015)
Paarl: Western Cape (1 Post) (Ref FS 645/2015)
Cape Town: Western Cape (1 Post) (Ref FS 646/2015)
Bellville: Western Cape (1 Post) (Ref FS 647/2015)
Kimberley: Northern Cape (1 Post) (Ref FS 648/2015)
Vryburg: North West (1 Post) (Ref FS 649/2015)
Potchefstroom: North West (1 Post) (Ref FS 650/2015)
Port Shepstone: Kwazulu-Natal (1 Post) (Ref FS 651/2015)
Durban Central: Kwazulu-Natal (1 Post) (Ref FS 652/2015)
Salary Level: Band A Salary Notch R 132 840 (Per Annum)

Post Requirements:

* A three year NQF 6 qualification majoring in one of the following: Forensic Investigation/Science, Criminalistics, Police Science, Criminology, Police Administration, Criminal Law, Criminal Procedure Law, Law of Evidence, Mathematics, Statistics and Applied Mathematics

Core Responsibilities:

*Attend to crime scenes; *Conduct proper investigation of crime scenes with regards to finding, identifying and lifting of crime scene prints by means of powders, reagents and other specialized equipment to include photography, plan drawing, videography, forensic field work and reconstruction of scenes; *To present all related evidence in court; *Perform general administration duties.

31. **Post Title:** Constable
Sub Section: Archives: Source Documents
Section: Criminalistic Bureau
Component: Criminal Record & Crime Scene Management
Location of the post: National Office: Pretoria: (5 Posts) (Ref FS 653/2015)
Salary Level: Band A Salary Notch R 132 840 (Per Annum)

Post Requirements:

* A three year NQF 6 qualification majoring in one of the following: Forensic Investigation/Science, Criminalistics, Police Science, Criminology, Police Administration, Criminal Law, Criminal Procedure Law, Law of Evidence, Mathematics, Statistics and Applied Mathematics

Core Responsibilities:

*Maintenance of source documents (Fingerprints, results of trial and orders) in line with the applicable legislation; *Retrieve and file previous convictions source documents. Compare and verify fingerprints with regard to Splits record and validation errors; *Combining and rectification splits criminal record report; *Attend to all enquiries related to criminal records.

32. **Post Title:** Constable
Sub Section: Precious Metal Analysis
Section: Scientific Analysis
Component: Forensic Science Laboratory
Location of the post: Pretoria (1 Post) (Ref FS 654/2015)
Salary Level: Band A Salary Notch R 132 840 (Per Annum)

Post Requirements:

*A Senior Certificate (Grade 12) with the following compulsory subjects passed: Mathematics and Physical Science/ Natural Science; *A relevant Natural Science NQF 5 qualification or higher qualification will be an advantage; *Experience in Fire Assay Process; *Have knowledge of Good Laboratory Practice;

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Core Responsibilities:

*Dry, crush, split and pulverize samples; *Perform fluxing and preparation of fluxes; *Perform fusion and cupellation;*Assist in crime scene attendance; *Render testimony in court.

33. **Post Title:** Constable
Section: Local Criminal Record Centre
Component: Criminal Record and Crime Scene Management
Location of the post: Witbank: Mpumalanga (6 Posts) **(Ref FS 655/2015)**
Salary Level: Band A Salary Notch R 132 840 (Per Annum)

Post Requirements:

*A Senior Certificate (Grade 12); *Applicants must display competency in the core functions of the post;
*Relevant experience in the field of the post will be advantage.

Core Responsibilities:

*Ensure access control admission by positive identification of personnel, visitors. Maintain and ensure the safekeeping of the premises; Check supplies , articles before they are allowed in the premises; Control the admission of vehicles and ensure vehicles are safeguarded; Patrol buildings and ensure the safety of the premises; Render assistance to the monitoring of exhibit material.

34. **Post Title:** Constable
Section: Lead Investigation: DNA Database Management
Component: Quality Management
Location of the post: Pretoria (1 Post) **(Ref FS 656/2015)**
Salary Level: Band A Salary Notch R132 840 (Per Annum)

Additional Requirements:

*An NQF 5 qualification with subject(s) in one of the following: Natural or Physical Sciences/ Information Technology; *Knowledge and experience in word processing and excel spread sheets is required.

Core Responsibilities:

* Capture information received from detectives iro the investigation of forensic investigative leads; *Administrate and consolidate different forensic investigative leads on a repository; *Scan forensic reports to designated repositories.

GENERAL

- **Only the official application form (available on the SAPS website 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 and all previous/pending criminal/disciplinary convictions must be declared. 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 separate application form must be completed for each post.
- A comprehensive **Curriculum Vitae** must be submitted together with the application form.

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- Certified copies (certification preferably by Police Officers) of an applicant's ID document, motor vehicle driver's license (Police Act appointments), Senior Certificate and all educational qualifications obtained together with the academic record (statement of results) thereof and service certificates of previous employers stating the occupation and the period, must also be submitted and attached to every application. The copies must be correctly certified on the copy itself, not at the back. The certification must not be older than three months. All qualifications and driver's licenses submitted will be subjected to verification checking with the relevant institutions.
- **CANDIDATES ARE REQUESTED TO INITIAL EACH AND EVERY PAGE OF THE APPLICATION FORM, CV AND ALL ANNEXURES.**
- The closing date for the applications is **2015-07-10**. Applications must be mailed timeously. Late applications will not be accepted or considered.
- Appointments will be made in terms of the SAPS Act or Public Service Act as applicable to the post environment.
- If a candidate is short-listed, it can be expected of him/her to undergo a personal interview.
- Successful applicants to be appointed in terms of the South African Police Service Act, 1995 (Act no 68 of 1995) and applicants not yet appointed in terms of the South African Police Service Act, 1995 (Act no 68 of 1995) will have to undergo a medical examination and found to be medically fit. They will further have to comply with the prescripts on the SAPS Dress Order, whereby tattoos may not be visible when wearing uniform, must be willing to undergo the prescribed Introductory Police Development Learning Programme and are expected to work flexi hours or shifts in the execution of their duties.
- The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2015 requires that all new recruits (appointments) in the South African Police Service as from 31st of January 2015 provide a buccal sample in order to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the National Forensic DNA Database.
- 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 appointment to that post.
- All short-listed candidates will be subjected to fingerprint screening. Candidates will be subjected to a vetting process which will include security screening and fingerprint verification.
- Correspondence will be conducted with successful candidates only. If you have not been contacted within three (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.

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- 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 posts. Persons whose transfer/appointment/promotion will promote representivity will therefore receive preference.

Applications and enquiries can be directed to:

Lt Colonel Klopper / Lt Moonsamy

Tel: (012) 421-0194

Tel: (012) 421-0584

Postal Address:

Private Bag X 322

PRETORIA

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Hand Delivery:

Cnr Beckett and Pretorius Street

Strelitzia Building

Arcadia

0083

We welcome applications from persons with disAbilities

