

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 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 **2015-03-01** 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);\*Must have no criminal record or pending criminal / departmental cases;\*Applicants will be subjected to a vetting process which will include security screening and fingerprint verification;\*Computer literacy, interpersonal communication (verbal and written) and organizational skills;\*At least a valid light vehicle driver's license (SAPS Act appointments only).  
The post requirements are applicable to all posts in addition to generic minimum requirements and in addition to any other requirements as specified in the specific post.

**POST REQUIREMENTS FOR THE DISCIPLINE: EXPLOSIVES SECTION: MAJOR AND LIEUTENANT**

**[Applicable to Reference Numbers: FS 242/2014, FS 244/2014, FS 245/2014, FS 246/2014, FS 247/2014 and FS 254/2014]**

\*Applicants must display competency in the core functions of the post;\*Be in possession of 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 COMPONENT: QUALITY MANAGEMENT: CHIEF FORENSIC ANALYST (MAJORS)**

**[Applicable to Reference Numbers: FS 250/2014 and Post No. FS 251/2014]**

\*Applicants must display competency in the core functions of the post;\*Be in possession of 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 with 3 years relevant work experience in the field of the post; \*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: BIOLOGY SECTION: SENIOR FORENSIC ANALYST**

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

**(LIEUTENANT)**

**[Applicable to Reference Numbers: FS 259/2014 and Post No FS 260/2014]**

\*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, Molecular Biology with at least 2 years' experience in the field of the post; \*Relevant training/courses in the field of the post will be an advantage.

1.     **Post:** Colonel  
       **Section Commander:** Investigative Support  
       **Section:** Investigative Psychology  
       **Component:** Criminal Record & Crime Scene Management  
       **Location of the post:** Pretoria (1 Post) **(Ref FS 241/2014)**  
       **Salary Level:** BAND MMS Salary Notch R608 610(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 Policing, Criminology, Psychology, Social Sciences, Criminal Justice System or BJuris/ BProc with at least 5 years' experience in the field of the post; \*Extensive experience in the field of crime investigation; \*Training or experience in Offender Profiling/Criminal Behavior Analysis; \*Candidates with Psychologically motivated crime courses/or investigative psychology course will receive preference.

**Core Responsibilities:**

\*To promote and implement the effective use of investigative support for investigations; \*Manage and co-ordinate the provision of advice and assistance to investigators dealing with Psychologically Motivated Crimes (PMC); \*Manage and co-ordinate the provision of expert evidence; \*Manage and co-ordinate the liaising with experts in related fields for investigative purposes; \*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:** Major  
       **Commander:** Permits and Licences: Explosives Control  
       **Section:** Explosives  
       **Component:** Criminal Record and Crime Scene Management  
       **Location of the post:** National Office: Pretoria (1 Post) **(Ref FS 242/2014)**  
       **Salary Level:** Band D Salary Notch R335 964 (Per Annum)

**Core Responsibilities:**

\*Manage the processing of applications for permits and licenses; \*Maintain national policy, directives and standards pertaining to explosives manufacturing, transport, storage, import, export, transshipment, use, destruction and decontamination; \*Coordinate explosives control inspections; \*Develop and present training programmes for inspectors of explosives; \*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.

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

3. **Post:** Major  
**Commander:** Technical Support: Bomb Disposal  
**Section:** Explosives  
**Component:** Criminal Record and Crime Scene Management  
**Location of the post:** National Office: Pretoria (1 Post) **(Ref FS 243/2014)**  
**Salary Level:** Band D Salary Notch R335 964 (Per Annum)

**Post Requirements:**

\*A three year NQF 6 qualification in Electrical Engineering with 3 years' experience in the field of the post;  
\*Relevant training/courses in the field of the post will be an advantage.

**Core Responsibilities:**

\*Provide a technical support and advice service to the Explosives Section;\*Analyse and investigate unknown ordnance and explosive devices and compile relevant reports;\*Manage the Bomb Data Centre, liaise with international bomb data centres and compile and disseminate related bomb data bulletins;\*Manage and supervise explosives research projects;\*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.

4. **Post:** Major  
**Commander:** Explosives Control  
**Component:** Criminal Record and Crime Scene Management  
**Location of the post:** Provincial Criminal Record and Crime Scene Management: King Williamstown: Eastern Cape (1 Post) **(Ref FS 244/2014)**  
Provincial Criminal Record and Crime Scene Management: Bloemfontein: Free State: (1 Post) **(Ref FS 245/2014)**  
**Salary Level:** Band D Salary Notch R335 964 (Per Annum)

**Core Responsibilities:**

\*Supervise and coordinate the enforcement of the Explosives Act and Explosives Regulations by inspectors of explosives;\*Manage the processing of requests for explosives control services;\*Manage data integrity of the Commercial Explosives System (CES);\*Liaise with the explosives industry and other regulators at provincial level;\*Manage explosives auditing and destruction services in the province;\*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.

5. **Post:** Major  
**Commander:** Explosives Unit  
**Component:** Criminal Record and Crime Scene Management  
**Location of the post:** Germiston: Gauteng (1 Post) **(Ref FS 246/2014)**  
Pietermaritzburg: Kwazulu-Natal (1 Post) **(Ref FS 247/2014)**  
**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);\*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.

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

6. **Post:** Major  
**Commander:** Crime Scene Laboratories  
**Component:** Criminal Record and Crime Scene Management  
**Location of the post:** Provincial Criminal Record and Crime Scene Management: King Williamstown: Eastern Cape (1 Post) **(Ref FS 248/2014)**  
**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 Diploma/Degree in Natural Sciences with at least 3 years relevant experience in the field of the post;\*A post graduate qualification in the field of the post will be an advantage;\*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.

**Core Responsibilities:**

\*Manage the chemical processing of physical evidence collected at crime scenes;\*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);\*Management of stock levels within the laboratory;\*Manage and supervise the turnaround time for the processing of exhibits within the laboratory;\*The effective and efficient management and utilization of all physical and human resources allocated to the immediate post environment in accordance with relevant directives and legislation.

7. **Post:** Major  
**Commander:** Technical Management  
**Section:** Regional Quality Management  
**Component:** Quality Management  
**Location of the post:** Platteklouf: Western Cape (1 Post) **(Ref FS 249/2014)**  
**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 (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.

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

8. **Post:** Chief Forensic Analyst (Major)  
**Section:** Regional Quality Management  
**Component:** Quality Management  
**Location of the post:** Amazimtoti: Kwazulu-Natal (1 Post) (Ref FS 250/2014)  
**Salary Level:** Band D Salary Notch R335 964 (Per Annum)

**Core Responsibilities:**

\*The implementation and management of Quality Assurance, Quality Control and Environmental Compliance requirements as per applicable prescripts for the area of the Kwazulu-Natal and in other Province(s) as determined by the Component Head;\*Manage and maintain facilities according to the accreditation requirements;\*The effective and efficient adherence to the OHS Act, NEMA, COIDA and GLP/GMP guidelines;\*Manage the personnel competency through proficiency testing as prescribed by Quality Management standards;\*The establishment and management of the internal audit programme in the regional laboratory;\*The establishment and management of Quality Circles and SHE meetings; \*Ensure the Calibration and maintenance programme of the equipment/ instrument;\*Ensure effective and efficient method validation and equipment verification programme;\*The proper management and utilization of human and physical resource allocated to the immediate post environment.

9. **Post:** Chief Forensic Analyst (Major)  
**Commander:** Technical Management: Scientific Analysis  
**Section:** Technical Management  
**Component:** Quality Management  
**Location of the post:** Pretoria: Gauteng (1 Post) (Ref FS 251/2014)  
**Salary Level:** Band D Salary Notch R335 964 (Per Annum)

**Core Responsibilities:**

\*Ensure the effective and efficient standardization of Scientific Analysis related applications;\*Acquire Technology in relation to Scientific Analysis related applications;\*Ensure the effective and efficient Method Validation;\*Ensure the effective and efficient Instrument maintenance and calibration;\*The proper management and utilization of human and physical resource allocated to the immediate post environment.

10. **Post:** Chief Forensic Analyst (Major)  
**Sub Section Commander:** Profiling Analysis  
**Section:** Scientific Analysis  
**Component:** Forensic Science Laboratory  
**Location of the post:** Gauteng: Pretoria (1 Post) (Ref FS 252/2014)  
**Salary Level:** Band D Salary Notch R335 964 (Per Annum)

**Post Requirements:**

\*The applicant must be at least in possession of a BSc degree with Statistics and Geology/Chemistry as majors; \*A BSc Hons degree in Statistics will be an advantage; \*At least 3 years' experience in the field of the post; \*Must have minimum 1 year practical research experience; \*Proven experience in the compiling and managing of databases will be a very strong recommendation; \*Proven experience in the statistical interpretation of analytical results; \*The applicant must have proven skills in respect of decision-making, communication, strategic thinking, presentation, report writing, facilitation, inter- and intra-personnel relations and management skills.

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

**Core Responsibilities:**

\*Manage and supervise the effective and efficient Forensic Science Laboratory service regarding the application of elemental analysis of exhibit material with the focus on origin determination in the investigation of criminal cases; \*Manage and supervise the profiling analysis process and the database, including the establishment and maintenance of the database of mainly inorganic materials for forensic investigations; \*Attend and investigate crime scenes relating to the post; \*Conduct research and development relating to the post; \*Perform Forensic analysis and casework; \*The effective and efficient management and utilization of all resources allocated to the immediate post environment in accordance with relevant directives and legislation.

11. **Post:** Lieutenant  
**Sub-Section:** Criminal Profiling Centre  
**Section:** Centralized CRC  
**Component:** Criminal Record and Crime Scene Management  
**Location of the post:** Pretoria: National Office (1 Post) **(Ref FS 253/2014)**  
**Salary Level:** Band C Salary Notch R266 715 (Per Annum)

**Post Requirements:**

\*Applicants must display competency in the core functions of the post; \*A relevant three year NQF 6 qualification in Policing, Criminology, Law, Criminal Justice, Police Science is required with at least 2 years' experience in the field of the post; \*Successful completion of Fingerprint related training programmes / courses; \*Must have proven skills in respect of decision-making, communication, strategic thinking, presentation, report writing, facilitation, inter-and-intra personnel relations and management skills.

**Core Responsibilities:**

\*Provisioning of requested information acquired from Department of Home Affairs and other government related system functionalities; \*Prioritize enquiries of fingerprints submitted in terms of Section 212 of Criminal Procedure Act 51 of 1977; \*Ensure reception desk/telephonic enquiries requests are handled with regard to the provisioning of acquired information protocol; \*Manage the process of provisioning of information to SAPS and/or authorized private institutions investigators to meet target time frames; \*Ensure maintenance of controls with regard to security and quality assurance of information gathered from other Government Departments; \*Maintenance of supervisory administrative duties related to section Criminal Profiling Centre; \*Coordinate and maintain resources allocated to Section Criminal Profiling Centre to perform daily tasks; \*The effective and efficient management and utilization of all resources allocated to the immediate post environment in accordance with relevant directives and legislation.

12. **Post:** Lieutenant  
**Sub-Section:** Bomb Disposal  
**Section:** Explosives  
**Component:** Criminal Record and Crime Scene Management  
**Location of the post:** Cape Town: Western Cape (1 Post) **(Ref FS 254/2014)**  
**Salary Level:** BAND C Salary Notch R266 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.

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

13. **Post:** Senior State Accountant (Lieutenant)  
**Sub Section:** Bookkeeping: Finance and Administration Services  
**Section:** Nodal Support Centre  
**Location of the post:** Forensic Science Laboratory: Amanzimtoti: Kwazulu-Natal (1 Post) **(Ref FS 255/2014)**  
Provincial Criminal Record and Crime Scene Management: Durban: Kwazulu-Natal (1 Post) **(Ref FS 256/2014)**  
Provincial Criminal Record and Crime Scene Management: Cape Town: Western Cape (1Post) **(Ref FS 257/2014)**  
**Salary Level:** BAND C Salary Notch R266 715 (Per Annum)

**Post Requirements:**

\*Applicants must display competency in the core functions of the post;\*An appropriate three year NQF 6 qualification or a B Comm in Bookkeeping, Financial Accounting/ Management, Cost/Management Accounting, Business Management, Internal Audit, Financial Information System is required with at least 2 years' experience in the field of the post with relevant training/courses in the field of the post.

**Core Responsibilities:**

\*Manage and administer the Cashier Service point;\*Co-ordinate all audit inquiries;\*Manage and administer all tax and pension related matters;\*Manage all telecommunication matters (TMS System and official cellular devices);\*Management and administration of the travel centre;\*Ensuring adequate skills levels pertaining to personnel allocated within the defined environment;\*The effective and efficient management and utilization of all resources allocated to the immediate post environment in accordance with relevant directives and legislation.

14. **Post:** Senior Forensic Analyst (Lieutenant)  
**Sub Section:** Specialized Identification Services: Data Collection  
**Section:** Post Mortem Facilitation  
**Component:** Forensic Science Laboratory  
**Location of the post:** Pretoria: Gauteng (1 Post) **(Ref FS 258/2014)**  
**Salary Level:** BAND C Salary Notch R266 715 (Per Annum)

**Post Requirements:**

\*Applicants must display competency in the core functions of the post;\*A three year NQF 6 qualification in Natural Sciences is required with at least 2 years' experience in the field of the post with relevant training/courses in the field of the post.

**Core Responsibilities:**

\*Document and photograph disaster/ crime scenes/ unidentified bodies in mortuaries;\*Attend post mortems in mortuaries;\*Collect fingerprint/DNA/ Dental or other relevant samples from decomposed victims/ remains in mortuaries;\*Transfer post-mortem data to the Plass Data System; \*Provide expert testimony in court;\*Provide training, mentorship, personnel supervision and general administration;\*Comply with Quality Management and SHE requirements;\*Effective and efficient supervision, including the utilization of all physical and human resources allocated to the immediate post environment.

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

15. **Post:** Senior Forensic Analyst (Lieutenant)  
**Sub Section:** Case Management  
**Section:** Biology  
**Component:** Forensic Science Laboratory  
**Location of the post:** Pretoria: Gauteng (1 Post) **(Ref FS 259/2014)**  
**Salary Level:** BAND C Salary Notch R266 715 (Per Annum)

**Core Responsibilities:**

\*Supervision of cases/exhibits received and registered at the Biology Section;\*Supervision of cases received in the Case Intervention sub –section of the Biology Section;\*Ensure compliance to all policies and SOP's related and relevant to the case management sub-section;\*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.

16. **Post:** Senior Forensic Analyst (Lieutenant)  
**Sub Section:** Case Review  
**Section:** Biology  
**Component:** Forensic Science Laboratory  
**Location of the post:** Pretoria: Gauteng (1 Post) **(Ref FS 260/2014)**  
**Salary Level:** BAND C Salary Notch R266 715 (Per Annum)

**Additional Requirements:**

\*Experience in Biological/Genetic Review will be an advantage.

**Core Responsibilities:**

\*Perform administrative review of evidence recovery case files;\*Supervision of evidence recovery case reviewers;\*Monitoring and evaluation of quality of case files from evidence recovery laboratory;\*Development of evidence recovery, review analysts;\*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;\*Ensure compliance to all policies and SOP's related and relevant to the Evidence Recovery Review sub-section;\*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.

17. **Post:** Senior Forensic Analyst (Lieutenant)  
**Sub Section:** Environmental Compliance: Regional Laboratory  
**Section:** Quality Management: Forensic Science Laboratory  
**Component:** Quality Management  
**Location of the post:** Port Elizabeth: Eastern Cape (1 Post) **(Ref FS 261/2014)**  
**Salary Level:** BAND C Salary Notch R266 715 (Per Annum)

**Post Requirements:**

\*A relevant three year NQF 6 qualification in SHE Management, Occupational Health, Environmental Health or Environmental Management is required with at least 2 years' experience in the field of the post; \*Knowledge of ISO 14001, OHSAS 18001, NEMA, COIDA, Computer Literacy in respect of Ms Word, Ms PowerPoint, Ms Excel;\*Applicant must display knowledge of Ms Access, Minimum Information Security Standard (MISS) Act and Good Laboratory/ Manufacturing Practice.



**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

**Core Responsibilities:**

\*The facilitation of a quality and environmental systems audit plan within the environment;\*The facilitation of Audit Plan for Service providers/ Suppliers of essential services utilized in the operational environment;\*The facilitation and management of a non-conformance management program;\*The verification of the validity of reported results;\*The verification of traceability of standards and controls used in analytical processes;\*Ensure compliance of facilities to accreditation requirements - including but not limited to temporary waste storage sites, chemical stores, archive sites;\*The proper management and utilization of all resources allocated to the immediate post environment.

<b>18. Post:</b>	Senior Forensic Analyst (Lieutenant)
<b>Sub Section:</b>	Quality Assurance: Explosives
<b>Section:</b>	Quality Management: Criminal Record and Crime Scene Management
<b>Component:</b>	Quality Management
<b>Location of the post:</b>	National Office: Pretoria (1 Post) <b>(Ref FS 262/2014)</b>
<b>Salary Level:</b>	BAND C Salary Notch R266 715 (Per Annum)

**Post Requirements:**

\*A relevant three year NQF 6 qualification in Quality Management, Natural Sciences, Policing is required with at least 2 years' experience in the field of the post; \*Basic Knowledge of ISO 9001, 17020, 14001, OHSAS 18001; with Explosives expertise;\*Applicant must display report writing skills, facilitation and presentation skills, project and time management.

**Core Responsibilities:**

\*Develop, maintain and implement of Quality Manual in line with ISO 9001 and 17020. Facilitate management reviews and quality circles;\*Ensure the implementation of Quality Assurance principles;\*Conduct quality inspections and internal quality audits within the Explosives environment nationally. Ensure the establishment and implementation of a Proficiency Test Program;\*The proper management and utilization of all resources allocated to the immediate post environment.

**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.
- 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

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

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 **2015-03-13**. 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 2013 requires that all new recruits (appointments) in the South African Police Service as from 31<sup>st</sup> 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.
- The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new recruits (appointments) in the South African Police Service as from 31<sup>st</sup> 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.

**EXTERNAL ADVERTISEMENT: VACANT POSTS FOR APPOINTMENT TO POSITIONS ON SALARY LEVEL 8 TO 12: DIVISION: FORENSIC SERVICES: SOUTH AFRICAN POLICE SERVICE**

- 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 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**

0001

**Hand Delivery:**

Cnr Beckett and Pretorius Street

Strelitzia Building

Arcadia

0083

**We welcome applications from persons with disAbilities** 