

## DEPARTMENT OF COMMUNITY SAFETY

*It is the intention of the Department to promote representative through the filling these positions. The candidature from the designated groups especially women and people with disabilities will be given a preference and no hand delivery will be accepted.*

APPLICATIONS: The Recruitment Centre, Community Safety P/BagX0057, Bisho 5605 OR Hand Deliver: to Department of Community Safety, Corner Independence Avenue and Circular Drive, Bisho, ERF 5000 Building, 5605 OR utilise [erecruitment@safetyec.gov.za](mailto:erecruitment@safetyec.gov.za). The eRecruitment System Closes at 23: 59 on the Closing Date.

FOR ATTENTION: Ms B. Mndindwa or Ms L. Mazwi

CLOSING DATE: 11 July 2025. No late/ Faxed/ Posted, Hand-delivered, and e-Mailed applications will be accepted

NOTE: Applications must be submitted on a duly complete New Z83 form (effective from 01 January 2021) obtainable from any Public Service Department or on the internet at [www.dpsa.gov.za/documents](http://www.dpsa.gov.za/documents), e-Recruitment System automatically generates Z83 immediately you apply.

FOR SMS (SENIOR MANAGEMENT SERVICE) POSTS: In terms of DPSA Directive on compulsory capacity development, mandatory training, and minimum entry requirements for members of the Senior Management Level for SMS appointments, it is a requirement for applicants to have obtained pre-entry Certificate (Nyukela) as offered by the National School of Government (NSG) for entry into the SMS posts and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme> (the SMS pre-entry certificate is not a requirement for shortlisting; is submitted prior to appointment). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully signed Z83 form and detailed Curriculum Vitae.

NB: Z83 in the e-recruitment system is currently not signable; so, applicants who submitted applications via the e-recruitment system will not be disqualified for an unsigned Z83 instead will be requested to sign on interview day. Under My Job Applications system, Z83 does not reflect work experience and qualifications, however, every detail of your information does reflect to the Recruitment team. Shortlisted candidates will be required to submit certified copies of qualifications, and other relevant documents to HR on or before the interview date. Applicants with foreign qualifications would be required to submit an evaluation certificate from the South African Qualification Authority (SAQA) on or before the day of the interview. Failure to submit all the requested documents will disqualify the application.

Correspondence will be limited to short-listed candidates only. If you have not been contacted within six (6) months after the closing date of this advertisement, please accept that your application was unsuccessful. Selected candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification,

financial/asset record check, qualification/study verification and previous employment verification). Successful candidates will also be subjected to security clearance processes. Where applicable, candidates will be subjected to a skills/knowledge test. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Successful candidates will be appointed on a probation period of 12 or 24 months. Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed.

It is the department's objective to address the Employment Equity Affirmative Action Measures in line with the Employment Equity Plan and to achieve equitable representation across race and gender. In the filling of these posts gender equity and people living with disability will be highly considered to adhere to the EE targets of the department. The Department reserves the right to amend/ review/ withdraw advertised posts if by so doing, the best interest of the department will be well served. (Females and People with disabilities are also requested to apply and indicate such in their applications).

Candidates that applied for the Chief Director: Civilian Oversight , Director: Strategic Management & Monitoring and Assistant Director :Human Resource Management posts before are encouraged to re-apply.

Enquiries: Ms. B. Mndindwa / Ms. L. Mazwi at (040 492 0107)

For e-Recruitment Enquiries email to: [erecruitment@safetyec.gov.za](mailto:erecruitment@safetyec.gov.za)

CHIEF DIRECTOR: CIVILIAN OVERSIGHT

SALARY: R 1 436 002 - R1 716 933 (LEVEL 14)

REF NO: DOCS: 01/06/2025

CENTRE: BHISHO

REQUIREMENTS: Bachelor's degree in social sciences or law, Public Administration or Developmental Studies (NQF 7) **with 5 years of experience at a Senior Managerial level**. Successfully completed an SMS pre-entry programme and obtained a certificate for Nyukela. Valid driver's license.

COMPETENCE: Extensive knowledge and experience in oversight, understanding of monitoring and evaluation methods, understanding of research and development methodologies, sound knowledge of stakeholder relations. Good understanding of the government policies, systems and structures. Understanding of the PFMA and Public Service Regulatory Framework. Sound strategic capability, leadership and management skills. Ability to manage transformation, change and diversity. Understanding of applied strategic planning, facilitation and financial management. Problem solving and analytical skills. Knowledge of policy and formulation, good communication, presentation, strong interpersonal skills, programme and project management skills.

**DUTIES:** Provide strategic leadership and advice to the department on matters relating to police oversight, monitoring and evaluation. Manage the monitoring and evaluation of police performance and compliance with relevant prescripts to improve service delivery. Ensure development of strategies, processes and procedures for evaluating police programmes. Manage the evaluation of effectiveness and efficiency of the police. Ensure development and coordination of monitoring, evaluation and reporting systems. Manage monitoring and evaluation of police transformation, management of resources and infrastructure. Manage development of effective systems to monitor and assess SAPS ability to manage service delivery complaints from the public. Manage the coordination and monitoring of special projects. Develop and manage relationships with internal and external stakeholders. Set research agenda, provide policy support, development processes and maintain repository thereof. Manage development of research on policing and safety matters. Provide research recommendations and report on policing needs and priorities of the province. Ensure alignment of policy strategy and operations in liaison with all core units in the department. Ensure that crime prevention and safety promotion research and policies are effectively consulted with other organs of state and role players. Perform such functions as may be considered necessary to ensure effective civilian oversight of the police. Management of physical, human and financial resources.

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**CHIEF DIRECTOR: COMMUNITY POLICING AND PARTNERSHIPS**

**SALARY NOTCH: R 1 436 022 - 1 716 933 PER ANNUM (LEVEL 14)**

**REF: DOCS: 02/06/2025**

**CENTRE: BISHO**

**REQUIREMENTS:** National Senior Certificate and appropriate bachelor's degree (NQF level 7) as recognized by SAQA in Social Science, Policing/Criminology/Community Development or a relevant equivalent qualification **with 5 years of experience at a Senior Managerial level**. Successfully completed an SMS pre-entry programme and obtained a certificate for Nyukela. Valid driver's license

**COMPETENCE:** Extensive knowledge and understanding of the South African criminal justice system. Understanding and experience in oversight, partnerships, stakeholder management and community development. Good understanding of the government policies, systems and structures. Understanding of the PFMA and Public Service Regulatory Framework. Sound strategic capability, leadership and management skills. Ability to manage transformation, change and diversity. Understanding of applied strategic planning, facilitation and financial management. Problem solving and analytical skills. Knowledge of policy and formulation, good communication, presentation, strong interpersonal, programme and project management skills.

**DUTIES:** Initiate, coordinate, integrate and sustain partnerships to support community safety, crime prevention and community mobilisation through different partnership models. Development of a partnership strategy and establishment of partnerships with key sectors, including Government, Civil Society, Business, Traditional Leadership,

Faith Based Organisations and the Private Security Industry to promote community safety. Promote public and private partnerships for building safer communities. Develop and ensure coordination and execution of social crime prevention programmes. Ensure the implementation of departmental crime and violence prevention programmes and strategies. Establish stakeholder relationships and develop a stakeholder engagement plan. Manage the facilitation of Community Outreach program engagements and manage implementation of resolutions emanating from those engagements. Co-ordinate the development, implementation and the review of the Provincial Safety Strategy. Build and maintain strong community police relations. Manage the establishment, capacitation and assessment of community safety structures, e.g. Community Police Forums and Community Safety Forums. Manage coordination of the Provincial Safety Steering Committee, implementation of the JCPS Programme of Action and reporting to the JCPS Cluster. Coordination and management of District offices. Management of physical, human and financial resources.

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**DIRECTOR: STRATEGIC MANAGEMENT & MONITORING**

**SALARY: R1 216 824 - R 1 433 355 (LEVEL 13)**

**REF NO: DOCS: 03/06/2025**

**CENTRE: BHISHO**

**REQUIREMENTS:** Bachelor's degree in Strategic Management/ Public Administration, Business Science or Management (NQF 7) as recognized by South African Qualifications Authority with **5 years of experience at a Middle/Senior Managerial level**. Successfully completed an SMS pre-entry programme and obtained a certificate for Nyukela. Valid driver's license.

**COMPETENCIES:** Extensive knowledge and expertise of strategic management process in government, knowledge and understanding of Government Integrated System, sound understanding of government planning framework and understanding of PFMA and Treasury Regulations. Leadership, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and analysis, People Management and Empowerment, Client Orientation and Customer Focus, Honesty, Integrity and Communication skills. Knowledge of Government legislation, report writing and presentation skills, ability to interpret and apply policy and ability to work with diverse people.

**DUTIES:** Manage the strategic planning process in support of the budgeting and reporting frameworks of government. Facilitate and coordinate operational and strategic planning processes. Coordinate and compile strategic and operational plans. Facilitate the development and implementation of service delivery improvement plans and initiatives. Conduct institutional performance assessment and evaluation of the department. Coordinate and compile institutional performance and strategic reports. Conduct an assessment of department's effectiveness and efficiency in supporting the

attainment of service delivery objectives. Develop and facilitate the Departmental Monitoring and Evaluation systems. Manage Information and Communication Technology (ICT). Manage internal and external communication. Manage Organisational Development (OD) services. Management of physical, human and financial resources. Ensure compliance with all administrative requirements, regulations, rules and instructions pertaining to the department.

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DISTRICT DIRECTOR x4

SALARY: R 1 216 824 - 1 433 355 PER ANNUM (LEVEL 13)

CENTRE: OR TAMBO & ALFRED NZO DISTRICT REF NO: DOCS: 04A/06/2025;

CHRIS HANI & JOE GQABI DISTRICT REF NO: DOCS: 04B/06/2025;

AMATHOLE & BCM DISTRICT REF NO: DOCS: 04C/06/2025, and

SARAAH BARTMAAN & NMB DISTRICT REF NO: DOCS: 04D/06/2025

REQUIREMENTS: National Senior Certificate and appropriate bachelor's degree (NQF level 7) as recognized by SAQA in Social Sciences, Public Administration or a relevant equivalent qualification with **5 years of experience at a Middle/Senior Managerial level**. Must successfully completed an SMS pre-entry programme and obtained a certificate for Nyukela.

COMPETENICES: Strategic capability and leadership, People management and empowerment, Change Management, Financial management, Programme and project management, Problem Solving and Analysis, Service Delivery Innovation (SDI), Knowledge management, Communication, Client Orientation and Customer focus.

DUTIES: To oversee monitoring and evaluation of police performance and compliance at district level. Monitoring and reporting on district crime trends and patterns. Ensure implementation of systems to manage and report on SAPS ability to deal with service delivery complaints against its members. Coordinate Policing accountability engagements. Establish and maintain quarterly reporting mechanisms between police and the department at district level. Develop, manage and strengthen community police relations. Ensure establishment, capacitation and assessment of community safety structures. Manage the development and implementation of community safety and crime prevention programmes at district level in line with the Provincial Safety Strategy. Ensure development and implementation of localised community safety strategies and plans. Establish partnerships and stakeholder management in the district. Participate and report on the District Development Model initiatives relating to community safety. Coordinate Community Safety Outreach programmes in the district and facilitate implementation of resolutions emanating from these engagements. Provide regular reports on implementation of resolutions emanating from community engagements. Ensure provision of administrative support. Management of human, physical and financial resources.

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ASSISTANT DIRECTOR: SOCIAL CRIME PREVENTION x8  
SALARY NOTCH: R 468 459- 551 823 PER ANNUM (LEVEL 09)  
CENTRE: OR TAMBO REF: DOCS: 05A/06/2025,  
ALFRED NZO DISTRICT REF: DOCS: 05B/06/2025,  
CHRIS HANI REF: DOCS: 05C/06/2025,  
JOE GQABI DISTRICT REF: DOCS: 05D/06/2025,  
AMATHOLE REF: DOCS: 05E/06/2025,  
BCM DISTRICT REF: DOCS: 05F/06/2025,  
SARAAH BARTMAAN REF: DOCS: 05G/06/2025, and  
NMB DISTRICT REF: DOCS: 05/06/2025

REQUIREMENTS: National Senior Certificate and appropriate Degree or Diploma (NQF Level 6/7) or equivalent in the field of Social Science/Policing/Criminology/Community Development or equivalent qualification. Must have a valid driver's license. A minimum of 3-5 years' experience at supervisory level. Experience in the criminal justice environment will be an added advantage.

COMPETENCE: Knowledge and understanding of relevant legislation within the criminal justice sector. Stakeholder coordination and management; communication skills, programme and project management skills; Report writing skills and financial management.

DUTIES: To establish and maintain stakeholder relations. Establishment, capacitation and assessment of community safety structures. Provide support on intra and intergovernmental relations. Establish and maintain sound community police relations. Promote public and private partnerships. Facilitate the establishment of local stakeholder forums. Provide effective and efficient co-ordination of intergovernmental structures. Co-ordinate the development, implementation and the review of the Provincial Safety Strategy. Community mobilization on crime prevention. Development and implementation of localised community safety strategies and plans. Monitor and develop reports on resolutions emanating from community engagements.

Enquiries: can be directed to Ms. B. Mndindwa /Ms. L. Mazwi at (079 284 6709)  
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COMMUNITY LIAISON OFFICER x8  
SALARY NOTCH: R 397 116 - 467 790 PER ANNUM (LEVEL 08)  
CENTRE: OR TAMBO REF: DOCS: 06A/06/2025,  
ALFRED NZO DISTRICT REF: DOCS: 06B/06/2025,  
CHRIS HANI REF: DOCS: 06C/06/2025,  
JOE GQABI DISTRICT REF: DOCS: 06D/06/2025,  
AMATHOLE REF: DOCS: 06E/06/2025,  
BCM DISTRICT REF: DOCS: 06F/06/2025  
SARAAH BARTMAAN REF: DOCS: 06G/06/2025  
and NMB DISTRICT REF: DOCS: 06H/06/2025

REQUIREMENTS: National Senior Certificate and appropriate Degree or Diploma (NQF Level 6/7) or equivalent in the field of Social Science/Policing/Criminology/Community Development or equivalent qualification. Possession of a valid driver's license. A minimum of 2-3 years of relevant experience.

COMPETENCE: Knowledge and understanding of relevant legislation within the criminal justice sector. Stakeholder coordination and management; monitoring and evaluation, communication skills, programme and project management skills; report writing skills and financial management.

DUTIES: Conduct police station oversight visits to monitor and evaluate police performance and compliance. Assess SAPS ability to monitor complaints from the public. Convene Policing Accountability engagement. Conduct assessment and facilitate capacitation of the Community Police Forums. Ensure establishment, monitoring and functioning of street and village Committees. Conduct Social Crime Prevention engagements with all stakeholders in the district. Plan, arrange, preside over Social Crime Prevention meetings within the policing precinct. Ensure participation of the station and the CPF in social crime prevention initiatives. Participate in community mobilization programmes.

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ASSISTANT DIRECTOR: HUMAN RESOURCE MANAGEMENT  
SALARY NOTCH: R 468 459- 551 823 PER ANNUM (LEVEL 09)  
REF: DOCS: 07/06/2025  
CENTRE: BISHO

REQUIREMENTS: National Senior Certificate and Degree or Diploma (NQF Level 6/7) in Human Resource Management or Public Administration. Must have a valid driver's license. A minimum of 3-5 years' experience at supervisory level or SL 7/8.

COMPETENCE: Knowledge and successful completion of Persal Establishment, , Persal Leave Administration and Persal Controller course or an understanding/knowledge of Controllers duties , functions will be an added advantage.

DUTIES : Manage and provide professional advice on recruitment and selection , policies , systems , regulations guidelines and other relevant prescripts. Facilitate the registration of system change control. Monitor fourthly / rejected

transactions to be implemented on persal. Monitor persal exception reports . perform reconciliation on the post establishment. Ensure the confirmation of vacant funded and filled post with the OD and people acquisition. Create components and sub-components and monitor and maintain the post establishment and ensure alignment with the organizational structure . Analysis persal trends and prepare recommendations and present outcomes to line managers. Opening and closing of centralize persal codes and register SCC and recommend for the department. Monitor responsibility and objective information to ensure the correct interface between Persal and BASS. Ensure that employees' personal files are updated regularly to keep them up to date. Compile PILLOR reports and reconcile leave files on Persal. Compile and submit IOD Document and submit it to the Department of Labour.

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ASSISTANT DIRECTOR: COURT WATCHING BRIEF  
SALARY NOTCH: R 468 459- 551 823 PER ANNUM (LEVEL 09)  
REF: DOCS: 08/06/2025  
CENTRE: BISHO

REQUIREMENTS: National Senior Certificate and appropriate Degree or Diploma (NQF Level 6/7) or equivalent in the field of Social Science/Policing/Criminology/Community Development or equivalent qualification. Must have a valid driver's license. A minimum of 3-5 years' experience at supervisory level. Experience in the criminal justice environment will be an added advantage.

COMPETENCE: Knowledge and understanding of relevant legislation within the criminal justice sector. Stakeholder coordination and management; communication skills, programme and project management skills; Report writing skills and financial management.

DUTIES: Monitor and evaluate the conduct and functioning of SAPS. Monitor and evaluate the implementation of police policies and directives. Monitor the implementation of IPID recommendations. Monitor compliance with DVA policies and guidelines. Monitor and evaluate the service delivery of specialized police units. Oversee complaints management services. Attend court proceedings with the aim of identifying cases struck off the roll due to police inefficiencies.

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