



The South African Police Service hereby invites unemployed graduates who conform to the requirements for a twelve (12) months Graduate Recruitment Scheme at **Component: Crime Registrar**. The Graduate Recruitment Scheme is part of the National Human Resource Development Strategy and the National Skills Development Strategy.

Generic requirements:

- *Be a South African citizen;
- *Must be in possession of National Senior Certificate / Senior Certificate / National Certificate Vocational (level 4);
- *Must have no previous criminal conviction(s) or case(s) pending;
- *Applicants must be unemployed, never employed in field of the advertised post and never participated in an internship programme relevant to the field of the post;
- * Proof of residential address to be attached;
- *Applicants are restricted to apply for only three (3) positions and complete separate application forms for each post reference number.

Intern categories with minimum requirements:

Graduate Intern: Tertiary Qualification is required (Statement of Results must be attached).

Student Intern: Practical experience required by the Tertiary Institution in order for learners to finalise their qualification (letter from the Institution must be attached).

NB: Stipend for each category will be determined by the Divisional Commissioner Human Resource Development: South African Police Service

NATIONAL LEVEL: HEAD OFFICE

The following posts are advertised for consideration in terms of the Graduate Recruitment Scheme into the South African Police Service.

Post : Administrative Intern (1 post)
Section : Supply Chain Management
Location : Head Office, Pretoria
Ref Number : CR INT 01/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post.

Core Functions:

* Assist with: Procurement and Acquisition of goods and Services within Supply Chain Management; Administer effective and efficient of all Movable Government Property; Administer effective coordination and maintenance of vehicle fleet management within the Component; Administer and control distribution and utilization of physical resources.

Post : Crime Analyst -Intern (2 posts)
Section : Crime Statistics and Research
Location : Mpumalanga Provincial Office
Ref Number : CR INT 02/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Criminology / Social Science / Political Science, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post. *Computer literacy will be an added advantage.*

Core Functions:

*Assist with: Enhancement of the crime information management capacity at all levels of policing. To explain the crime picture in support of prevention, combatting and investigation of crime. To collate, evaluate analyse, coordinate and disseminate crime information for the purpose of operations and strategic utilization. To ensure reliable and validated crime information. General administration duties within the section.

Post : Crime Statistics-Intern (1 post)
Section : Crime Statistics and Research
Location : Northern Cape Provincial Office
Ref Number : CR INT 03/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Statistics / Mathematics and Statistics / Actuarial Science / Demographic/ Informatics / Computer Sciences/ Quantitative Management, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post. *Computer literacy will be an added advantage.*

Core Functions:

*Assist with: Gather crime statistics in support of prevention, combatting and investigation of crime. Collate, evaluate, analyse, coordinate and disseminate crime information for the purpose of operation and strategic utilization. Withdrawing of crime statistics from corporate crime systems. Identifying of crime patterns and trends. Conducting consistency checks on crime statistics. Conducting Provincial statistical crime reports for publication purposes.

Post : Data Integrity Assurance-Intern (1 post)
Section : Quality Assurance and Help Desk
Location : Northern Cape Provincial Office
Ref Number : CR INT 04/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Statistics / Mathematics and Statistics / Actuarial Science / Demographic/ Informatics / Computer Sciences, Criminology / LLB / Quality Control, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post. *Computer literacy will be an added advantage.*

Core Functions:

*Assist with: Daily monitoring/correlation of the daily crime report regarding registration of crime on the Crime Administration System (CAS) for all stations and report on Provincial tendencies and trends; Daily verification of specific crimes on the CAS and report on Provincial tendencies and trends; Assist with station visits to analyse dockets, peruse the registers, Enquiry dockets and Flagged cases. Verify the capturing of lost and stolen cell phones on the system, function 6.3 to monitor compliance to data integration. Ad Hoc station visits for specific identified stations as requested. Monitoring of Pin mapping on GIS.

Post : Policy Compliance-Intern (2 posts)
Section : Policy, Standards and Compliance
Location : Gauteng Provincial Office
Ref Number : CR INT 05/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Social Sciences/Political Science / Policing, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post. *Computer literacy will be an added advantage.*

Core Functions:

*Assist with: Ensure that members of Crime Registrar/CIMAC comply with the approved standards. Identification of crime information analysis/management development needs at station level (including needs relating to Operational Intelligence analysis and coordination). Assisting with the implementation of policy, Standards, procedures and guidelines by monitoring and inspecting relevant capacities at cluster and station level. Ensure training intervention at station level in conjunction with the Provincial HRD. Proper management of resources allocated to crime information management development. Ensure capturing of CIMACs' monthly production sheets.

Post : Statistician: Crime Statistics-Intern (1 post)
Section : Crime Statistics and Research
Location : Eastern Cape Provincial Office
Ref Number : CR INT 06/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Statistics / Mathematics and Statistics / Actuarial Science / Demographic/ Informatics / Computer Sciences Quantitative Management, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post. *Computer literacy will be an added advantage.*

Core Functions:

* Assist with: Gather crime statistics in support of prevention, combatting and investigation of crime. Collate, evaluate, analyse, coordinate and disseminate crime information for the purpose of operation and strategic utilization. Withdrawing of crime statistics from corporate crime systems. Identifying of crime patterns and trends. Conducting consistency checks on crime statistics. Conducting Provincial statistical crime reports for publication purposes.

Post : Crime Analyst -Intern (1 post)
Section : Crime Statistics and Research
Location : Western Cape Provincial Office
Ref Number : CR INT 07/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Criminology / Social Science / Political Science, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post. *Computer literacy will be an added advantage.*

Core Functions:

*Assist with: Enhancement of the crime information management capacity at all levels of policing. To explain the crime picture in support of prevention, combatting and investigation of crime. To collate, evaluate analyse, coordinate and disseminate crime information for the purpose of operations and strategic utilization. To ensure reliable and validated crime information. General administration duties within the section.

Post : Crime Statistics-Intern (1 post)
Section : Crime Statistics and Research
Location : Western Cape Provincial Office
Ref Number : CR INT 08/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Statistics / Mathematics and Statistics / Actuarial Science / Demographic/ Informatics / Computer Sciences Quantitative Management, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post. *Computer literacy will be an added advantage.*

Core Functions:

*Assist with: Gather crime statistics in support of prevention, combatting and investigation of crime. Collate, evaluate, analyse, coordinate and disseminate crime information for the purpose of operation and strategic utilization. Withdrawing of crime statistics from corporate crime systems. Identifying of crime patterns and trends. Conducting consistency checks on crime statistics. Conducting Provincial statistical crime reports for publication purposes.

Post : Data Integrity Assurance-Intern (2 posts)
Section : QUALITY Assurance and Help Desk
Location : Western Cape Provincial Office
Ref Number : CR INT 09/2020

Additional Requirements:

*Be in possession of an applicable three (3) year National Diploma / Degree in Statistics / Mathematics and Statistics / Actuarial Science / Demographic/ Informatics / Computer Sciences, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level or relevant qualification in the field of the post. *Computer literacy will be an added advantage.*

Core Functions:

*Assist with: Daily monitoring/correlation of the daily crime report regarding registration of crime on the Crime Administration System (CAS) for all stations and report on Provincial tendencies and trends; Daily verification of specific crimes on the CAS and report on Provincial tendencies and trends; Assist with station visits to analyse dockets, peruse the registers, Enquiry dockets and Flagged cases. Verify the capturing of lost and stolen cell phones on the system, function 6.3 to monitor compliance to data integration. Ad Hoc station visits for specific identified stations as requested. Monitoring of Pin mapping on GIS.

GENERAL:

- Only the official Application Form for the Graduate Recruitment Scheme (**available on the SAPS website**) will be accepted. All instructions on the application form must be adhered to. 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.**
- An updated Curriculum Vitae must be submitted together with the application form.
- Certified copies of an applicant's ID document, National Senior Certificate and all post school educational qualifications with statement of results obtained must also be submitted and attached to every application. Certified copies should not be older than 6 months. No faxed or e-mailed applications will be considered.
- Applications must be posted/hand delivered timeously. Late applications will not be accepted or considered. The closing date for all applications is **2020-02-28**.
- All short-listed candidates will be subjected to fingerprint screening.
- All short-listed candidates will undergo a personal interview. Short-listed applicants may be subjected to vetting.
- Correspondence will be conducted with successful candidates only. If you have not been contacted within 4 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 advertisement thereof.
- Recommended candidates will be expected to sign a 12 months Internship Contract.
- Graduate Recruitment Scheme in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

ENQUIRIES:

Lieutenant Colonel LF Seletela: Tel no. 079 514 3939

AC RB Mashego. Tel No. (012) 360 1078

APPLICATIONS POSTED:

Crime Registrar, South African Police Service, Private Bag X 94, Pretoria, 0001.
(For attention Lieutenant Colonel LF Seletela)

APPLICATIONS HAND DELIVERED TO:

463 Prieska Street Erasmuskloof Ext 3 0048

(Application must be dropped into the box available at the reception area).

We welcome applications from persons with disAbilities 