



## correctional services

Department:  
Correctional Services  
REPUBLIC OF SOUTH AFRICA

Private Bag X9013 , East London , 5200 Ocean Terrace, E Block, Quigney, Moore Street, EAST LONDON, Tel: (043) 706-7800,

### DEPARTMENT OF CORRECTIONAL SERVICES

**CLOSING DATE: 03 January 2020 @ 15H45**

#### CALL FOR APPLICATIONS FOR RE-EMPLOYMENT OF FORMER EMPLOYEES OF THE DEPARTMENT OF CORRECTIONAL SERVICES AS SECURITY OFFICERS

*The Department of Correctional Services invite interested and suitable former employees to apply for an opportunity to be re-employed to support the strategic direction of the Department in line with the requirements of Chapter 8 of the White Paper on Corrections, 2005 and Strategic Plan of the department.*

**Requirements:** Grade 12. Successful completion of Basic Training/ Correctional Science Learnership. An average merit assessment performance for the year preceding date of exit. Former employees should be below the age of 55 years with no pending/criminal/departamental offence. Former officials who exited the department for a period longer than two (2) years shall be considered. Officials who exited the Department through **retirement, dismissal and ill health will not be considered for re-appointment**

**Competencies and attributes:** Computer literacy. Firearm competency. Good communications, interpersonal and report writing skills. Knowledge of relevant legislations, policies and procedures. Knowledge of Minimum Security Standards for Correctional Centres.

**Responsibilities:** Perform access control at the Correctional Centre or between areas within the Correctional Centre. Control movement of inmates both internally and externally. Guarding of inmates in Correctional Centres and external public institutions. Perform physical security inspections. Controlling stores and security equipment. Manage security control room. Ensure rehabilitation of offenders through correction and human development in a secure, safe and humane detention facility. Management of finances and assets.

**Remuneration:** CB 1-1 to CB1-3 R160 419 – R242 640 per annum. **Appointment rank level/notch shall be determined based on the re-appointment principles of the department.**

#### EASTERN CAPE REGION (241) POSTS:

East London	x 5	(EC 2019/12/01)
Kirkwood	x 5	(EC 2019/12/02)
Mthatha	x105	(EC 2019/12/03)
Sada	x 44	(EC 2019/12/04)
St Albans	x 82	(EC 2019/12/05)

**Note:** • **Before you apply:** All costs associated with an application will be borne by the applicant. The Department of Correctional Services is an equal opportunity employer. The Department will take into consideration the objectives of Section 195 (1) (i) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) and the Employment Equity Act, 1998 (Act 55 of 1998) in filling of these vacancies. It is our intention to promote representative in respect of race, gender and disability through the filling of these positions. In support of this strategy, applicants need to indicate race, gender and disability status on the application form/CV. Applicants who have retired from the Public Service with a specific determination that they cannot be re-appointed or have been declared medically unfit will not be considered.

**Please take note that correspondence will only be conducted with the shortlisted candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application is unsuccessful. Please do not call the department to enquire about the progress of your application.**

**The Department of Correctional Services reserves the right not to fill any of these advertised posts.**

**Applications:** Applications must be submitted on form Z83 (Public Service Application form), obtainable from any Public Service Department, and must be completed in full. **Applications must be accompanied by a CV, copies of qualifications, identity document, proof of completion of basic training and valid driver's licence.** **Please Note:** All copies attached must be certified a true copy of the original and not older than six months. Please send a separate and complete application for each post you apply for, stating the correct reference for each position you are interested in. **Faxed and e-mailed applications will not be accepted.** • Candidates must comply with the minimum appointment requirements.

• CV's should be aligned to reflect one's degree of compliance with the advert requirements and responsibilities. It is the sole responsibility of an applicant to ensure that their application reaches DCS before / on **03 January 2020 @ 15h45.**

**Post your complete application to the address as indicated below:**

**Eastern Cape Region:**

Postal Address: Head Recruitment, Private Bag X9013, East London, 5200

Contact person: Ms. Myataza Z and Mr. Ndlela HH at (043) 706 7866 / 34

Physical Address: Department of Correctional Services, E Block, Ocean Terrace Office Park, Moore Street, Quigney, East London, 5200

EASTERN CAPE REGION