



GAUTENG REGION

Closing date 19 August 2022 @ 15h45

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 representivity 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.

Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification, and criminal records verification. Appointment to some of these posts will be provisional, pending the issue of a security clearance. If you cannot get a security clearance, your appointment will be re-considered/possibly terminated. Finger prints may be taken on the day of interviews.

Applications:

Applications must be submitted on the **new** Z83 form (Public Service application form) obtainable from any Public Service department and must be completed in full. Only a detailed CV should be attached to your application form. **Only shortlisted candidates will be required to submit certified copies not older than 6 months of qualifications and other related documents on or before the day of the interview.** 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 emailed applications will not be accepted.**

Applications must reach DCS before the closing date and time. It is the sole responsibility of an applicant to ensure that their application reaches DCS before **19 August 2022 @ 15h45.**

Indicate the reference number, Regional Office, Management Area and position you are applying for on your application form (Z83) and post your complete application to the relevant addresses as indicated below:

Gauteng Region: Postal Address: Head Recruitment, Private Bag X393, Pretoria, 0001. Physical Address: 1077 Forum East Building, Arcadia Street, Hatfield.

Contact person: Mr SS Masango / Ms. Annah Feni / Ms. Pinky Makwarela at 012 420 0179/73

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



APPOINTMENTS UNDER THE CORRECTIONAL SERVICES ACT

DEPUTY DIRECTOR: AREA COORDINATOR: DEVELOPMENT AND CARE (NCB4)

Gauteng Region: Modderbee: (Ref: DCS/07/01)

Salary: 768 261 all-inclusive salary package

Requirements: A recognized three (3) year degree/National Diploma or equivalent qualification in Behavioral Sciences, Social Sciences /Health Education. Registration with Professional Council and at least 7 years a combined relevant experience on supervisory and junior management production levels.

Competencies and attributes: Firearm skills and the use of relevant security technology. Communication, Project and programme management, Transformation management, Change Management, Stake-holder management, Problem solving, Analysis, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security in a correctional environment. Integrity and honesty, Confidentiality, Good Interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended. Assertiveness, Ability to network, Diplomacy and tact, Resilience, Influence and impact.

Responsibilities: Manage the implementation of effective and efficient health care services within the management area. Ensure adherence to nutritional and hygienic standards. Manage Social Work Services, provision of Psychological Services, education and training, spiritual care services to offenders in the management area. Oversee Agricultural and Production Workshop activities Management of human and finance resources and assets. Management of performance information.

COR CENTRE LARGE: HEAD CORRECTIONAL CENTRE (CB6)

Gauteng Region: Leeuwkop Med B (Youth) (Ref: DCS/07/02)

Salary: 864 693 (all inclusive salary package)

Requirements: Relevant B degree/National Diploma in Behavioral Science or equivalent qualification. 7 years relevant experience on supervisory post. These requirements are in accordance with the Relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learnership/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy.

Responsibilities: Manage operational support within Correctional Centre by ensuring effective implementation of security services, development and care and the provision of health services within the Correctional Centre. Manage implementation of the imperatives of white paper on Corrections. Manage Case Management Administration, Unit Management and Case Management Committees. Manage and administer the coordination of finance and Human resource services within the Correctional Centre. Management of all aspects of the Correctional centre on a day to day basis through the implementation of Correctional Services Act, 111 of 1998 as amended, Foster a working relationship with the Justice Cluster and the Community. Monitor, evaluate and take appropriate actions in relation to outcomes on the risk trends. Manage human resources, finances and assets. Management of performance information.

COR CENTRE LARGE: HEAD COMMUNITY CORRECTIONS(CB6)

Gauteng Region: Modderbee Community Corrections (Ref: DCS/07/03)

Salary: 864 693 (all inclusive salary package)

Requirements: Relevant B Degree/National Diploma in behavioural science or equivalent qualification. 7 years relevant experience in a supervisory post. These requirements are in accordance with the relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learnership/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. Strategic capability and leadership, policy development and good communication skills. Sound project and programme management skills. Transformation, change and conflict management abilities. Project Management and Stakeholder management skills. Problem solving, analysis and decision making skills. Service delivery innovation. People management and empowerment. In depth understanding of safety and security within a correctional environment. Integrity and honesty. Good interpersonal relations. Knowledge of the Correctional Services Act, Act 111 of 1998.

Responsibilities: Manage the monitoring and evaluation the implementation of Correctional plan. Manage and oversee the operation of Community Corrections Satellite offices. Effectively manage admissions of parolees and probationers. Ensure the provision of Social Work Services and Psychological services within the Community Corrections. Determine conditions of house arrest and supervision for persons serving sentence in the community. Manage the provisions of needs based programmes and services to offenders and facilitate the social acceptance and effective reintegration into their communities. Participate in the case review team for community corrections. Manage and administer the coordination of finance and Human resource support services within the Community Corrections. Development of identity service programs. Exercise control over human resources, finances and assets. Management of performance information.

CENTRE COORDINATOR MED: CASE MANAGEMENT COMMITTEE (CB5)

Gauteng Region: Johannesburg Medium A (Ref: DCS/07/04), Leeuwkop Medium C (Ref: DCS/07/05)

Salary: R461 256 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualification. 7 years relevant experience on supervisory post. These requirements are in accordance with the Occupational relevant Specific Dispensation. Top secret security classification as an added advantage. Successful completion of Corrections Science Learnership/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy.

Responsibility: Planning of the activities of the Case Management Committee. Holding of meetings of the CMC. Management of sentence plans. Manage and Control of offender records. Management of human resources, logistical administration and assets. Management of performance information.

CENTRE COORDINATOR MED: CENTRE COORDINATOR: CORRECTIONS (CB5)

Gauteng Region: Baviaanspoort Medium (Ref: DCS/07/06), Johannesburg Medium A (Ref: DCS/07/07), Leeuwkop Medium C (Ref: DCS/07/08), Modderbee Nigel (Ref: DCS/07/09), Kgoši Mampuru II Central (Ref: DCS/07/10)

Salary: R461 256 per annum

Requirements: Relevant B degree/National Diploma in behavioural sciences or equivalent qualification. 7 year's relevant experience on supervisory post. These requirements are in accordance with the relevant Occupational Specific Dispensation. Top secret security classification as an added advantage. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery innovation, decision making, people management and empowerment, in depth un-derstanding of safety and security in a correctional environment. Integrity and honesty, confidentiality, good interper-sonal relations, in depth knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy.

Responsibilities: Ensure the development of correctional sentence plan and facilitate the implementation thereof. Execute correctional policies and procedures. Coordinate the collation and dissemination of correction information. Coordinate activities relating to rehabilitation, case management administration and unit management systems. Pro-mote corrections and security. Management of financial and human resources and assets. Management of performance information.

CENTRE COORDINATOR MED: CENTRE COORDINATOR: OPERATIONAL SUPPORT (CB5)

Gauteng Region: Modderbee Devon (Ref: DCS/07/11), Kgoši Mampuru II Atteridgville (Ref: DCS/07/12)

Salary: R461 256 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualification. 7 years relevant experience on supervisory post. These requirements are in accordance with the Occupational relevant Specific Dispensation. Top secret security classification as an added advantage. Successful completion of Corrections Science Learnership/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy.

Responsibilities: Execution of control regarding safe custody, physical care and treatment. Create secure environment conducive for rehabilitation. Execution of control regarding the establishment and rendering of security. Provide advice on departmental policy directives. Management of inmates' safe custody (internal and external security). Management of development and health care services. Management of financial and human resources and assets. Management of performance information.

CENTRE COORDINATOR MED: CENTRE COORDINATOR: STAFF SUPPORT (CB5)

Gauteng Region: Johannesburg Medium B (Ref: DCS/07/13), Johannesburg Medium C (Ref: DCS/07/14), Kgoši Mampuru II Local (Ref: DCS/07/15), Kgoši Mampuru II Odi (Ref: DCS/07/16), Modderbee (Ref: DCS/07/178)

Salary: R461 256 per annum

Requirements: Relevant B degree/National Diploma in Behavioral Sciences or equivalent qualification. 7 years relevant experience on supervisory post. These requirements are in accordance with the Occupational relevant Specific Dispensation. Top secret security classification as an added advantage. Successful completion of Corrections Science Learnership/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. Communication, Project and programme management, Transformation management, Change Management, Stakeholder management, Problem solving, Analysis, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security in a correctional environment. Integrity and honesty, Confidentiality, Good Interpersonal relations, In depth knowledge of the Correctional Services Act, Act 111 of 1998, as amended. Assertiveness, Ability to network, Diplomacy and tact, Resilience, Influence and impact.

Responsibilities: Provide human resource support and related functions to the correctional centre. Effective management of the registration activities. Ensure proper dissemination of information for the correctional centre. Management of duty register and leave arrangements. Management of human resources, finances and assets. Management of correctional centre through the implementation of correctional services act, Act 111 of 1998 as amended. Management of performance information.

CENTRE COORDINATOR MED: DH SECURITY (CB5)

Gauteng Region: Johannesburg Medium B (Ref: DCS/07/17), Leeuwkop Max (Ref: DCS/07/18), Leeuwkop Med C (Ref: DCS/07/19)

Salary: R461 256 per annum

Requirements: Relevant B degree/National Diploma in Behavioral Sciences or equivalent qualification. 7 years relevant experience gained on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy.

Responsibilities: Oversee access control to correctional centre's grounds. Manage internal security. Ensure that offenders are escorted to court, doctors and hospital safely. Ensure safe custody of offenders. Ensure the guarding of offenders in external hospitals and at work teams. Control access of offenders to and from the unit and to the cells. Provision and control of security equipment to staff. Patrol at the section (general accommodation areas, single cells, kitchens, hospitals and work sections. Escort offenders inside the centre to Social Workers, CMC, Psychological Services and Educationists. Man security systems. Supervise visits to offenders. Search offenders entering and leaving the section. Management of Human, Finance and Assets. Management of performance information.

SECURITY MANAGER: UNIT MANAGER: PAROLEES + PROBATIONERS (CB4)
Gauteng Region: Kgoši Mampuru II Community Corrections (Ref: DCS/07/20) X2
Salary: R386 292 per annum

Requirements: Relevant B Degree/National diploma in Behavioral Sciences or equivalent qualification. 7 years relevant experience in a supervisory post. Successful completion of Corrections Science Learner ship/ Correctional Service basic training. These requirements are in accordance with the relevant Occupational Specific Dispensation. Computer literacy. Valid driver's licence.

Competencies and attributes: Firearm skills and the use of relevant security technology. Strategic capability and Leadership, Policy development, Communication, Project and Programme management, transformation management, change management,, conflict management Stakeholder management, Problem solving, Analysis, Service Delivery Innovation, decision making, People Management and Empowerment, In-depth understanding of safety and security within a correctional environment. Integrity and honesty, confidentiality, Good interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998 as amended, Assertiveness, Resilience, Ability to network and diplomacy, Computer literacy.

Responsibilities : Monitor of Parolee/Probationer Movements, Maintenance of Parolee/Probationer Records, Searching of Parolee's/ Probationers when necessary according approved processes and procedures, Tracing of Absconders as required, Monitor compliance to community service requirements, Counselling of cases when needed, Address confirmations, Management of information system, Refer/handle violations as and when required, Network with community/family to assist with information/Supervision, etc. Ensure that prescribed programmes are attended. Management of Human resources, Finance and Assets. Management of performance information.

SECURITY MANAGER: CASE MANAGEMENT COMMITTEE (CB4)

Gauteng Region: Boksburg Medium B (Ref: DCS/07/21), Johannesburg Medium B (Ref: DCS/07/22)X2, Kgoši Mampuru II Central (Ref: DCS/07/23), Modderbee Nigel (Ref: DCS/07/24)
Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioral Sciences or equivalent qualifications. 7 years relevant experience on supervisory post. These requirements are in accordance with the Occupational relevant Specific Dispensation. Top secret security classification as an added advantage. Successful completion of Corrections Science Learnership/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy.

Responsibility: Planning of the activities of the Case Management Committee. Holding of meetings of the CMC. Management of sentence plans. Control of offender records. Management of human resources, logistical administration and assets. Management of performance information.

SECURITY MANAGER: CENTRE COORDINATOR: CORRECTIONS (CB4)

Gauteng Region: Kgoši Mampuru II Atteridgeville (Ref: DCS/07/25) X3, Kgoši Mampuru II Central (Ref: DCS/07/26), Baviaanspoort Emthojeni (Ref: DCS/07/27)

Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioral Sciences or equivalent qualifications. 7 years relevant experience on supervisory post. These requirements are in accordance with the relevant Occupational Specific Dispensation. Top secret security classification as an added advantage. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment. Integrity and honesty, confidentiality, good interpersonal relations, in depth knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy.

Responsibilities: Ensure the development of correctional sentence plan and facilitate the implementation thereof. Execute correctional policies and procedures. Coordinate the collation and dissemination of correction information. Coordinate activities relating to rehabilitation, case management administration and unit management systems. Promote corrections and security. Management of financial and human resources and assets. Management of performance information.

SECURITY MANAGER: CENTRE COORDINATOR: STAFF SUPPORT (CB4)

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/28), Kgoši Mampuru II Local (Ref: DCS/07/29), Krugersdorp (Ref: DCS/07/30)

Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioral Sciences or equivalent qualifications. 7 years relevant experience on supervisory post. These requirements are in accordance with the Occupational relevant Specific Dispensation. Top secret security classification as an added advantage. Successful completion of Corrections Science Learnership/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. Communication, Project and programme management, Transformation management, Change Management, Stakeholder management, Problem solving, Analysis, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security in a correctional environment. Integrity and honesty, Confidentiality, Good Interpersonal relations, In depth knowledge of the Correctional Services Act, Act 111 of 1998, as amended. Assertiveness, Ability to network, Diplomacy and tact, Resilience, Influence and impact.

Responsibilities: Provide human resource support and related functions to the correctional centre. Effective management of the registration activities. Ensure proper dissemination of information for the correctional centre. Management of duty register and leave arrangements. Management of human resources, finances and assets. Management of correctional centre through the implementation of correctional services act, Act 111 of 1998 as amended. Management of performance information.

SECURITY MANAGER: DH SECURITY (CB4)

Gauteng Region: Baviaanspoort Medium (Ref: DCS/07/31) X2, Boksburg Heidelberg (Ref: DCS/07/32), Modderbee Nigel (Ref: DCS/07/33), Modderbee Devon (Ref: DCS/07/177)

Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy.

Responsibilities: Oversee access control to correctional centre's grounds. Manage internal security. Ensure that offenders are escorted to court, doctors and hospital safely. Ensure safe custody for offenders. Ensure the guarding of offenders in external hospitals and at work teams. Control access of offenders to and from the unit and to the cells. Ensure security equipment to staff. Patrol at the section (general accommodation areas, single cells, kitchens, hospitals and work sections. Escort offenders inside the centre, e.g. to different ODS's such as Social Workers, CMC, Psychological services and educationists. Mann security systems. Supervise visits to offenders. Control security equipment. Search offenders entering and leaving the section. Management of Human and Finance resources and assets. Management of performance information.

SECURITY MANAGER: EXTERNAL SECURITY (CB4)

Gauteng Region: Boksburg Medium A (Ref: DCS/07/34), Johannesburg Medium B (Ref: DCS/07/35) X2, Johannesburg Medium A (Ref: DCS/07/36), Johannesburg Female (Ref: DCS/07/37)

Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. Communication, Project and programme management, Transformation management, Change Management, Stakeholder management, Problem solving, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security in a correctional environment. Integrity and honesty, Confidentiality, Good Interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended. Assertiveness, Diplomacy and Tact, Resilient, Influence and impact, Computer literacy.

Responsibilities: Oversee access control to the correctional centre's grounds. Manage internal and external security. Supervise the movement and safe custody for offenders. Patrol at the section (general accommodation areas, single cells, kitchens, hospitals and work sections). Manage security systems. Supervise visits to offenders. Management of human resources and assets. Management of performance information.

SECURITY MANAGER: INTERNAL SECURITY (CB4)
Gauteng Region: Kgoši Mampuru II Odi (Ref: DCS/07/38)X2
Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. Communication, Project and programme management, Transformation management, Change Management, Stakeholder management, Problem solving, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security in a correctional environment. Integrity and honesty, Confidentiality, Good Interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended. Assertiveness, Diplomacy and Tact, Resilient, Influence and impact, Computer literacy.

Responsibilities: Supervise access control to the correctional centre's grounds. Manage internal and external security. Supervise the movement and safe custody for offenders. Patrol at the section (general accommodation areas, single cells, kitchens, hospitals and work sections). Manage security systems. Supervise visits to offenders. Management of human resources and assets. Management of performance information.

SECURITY MANAGER: MONITORING: PAROLEES + PROBATIONERS (CB4)

Gauteng Region: Kgoši Mampuru II Odi Community Corrections (Ref: DCS/07/39) X2, Johannesburg Community Corrections (Ref: DCS/07/40)

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. Strategic capability and Leadership, Policy development, Communication, Project and Programme management, transformation management, change management, conflict management Stakeholder management, Problem solving, Analysis, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security within a correctional environment. Integrity and honesty, confidentiality, Good interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998as amended, Assertiveness, Resilience, Ability to network, Diplomacy an tact, influence and impact.

Responsibilities: Management of monitoring services. Determining the conditions of house arrest and supervision for persons serving sentences in the community. Participate in case review team for community corrections. Management of programmes. Identification of community service programme. Logistical administration. Responsible for the facilities and equipment of the section. Allocation of staff to specific duties. Disciplinary action against offending staff. Management of performance information.

SECURITY MANAGER: UNIT MANAGER: (AWAITING TRIALS) (CB4)
Gauteng Region: Modderbee Community Corrections (Ref: DCS/07/41)
Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. Strategic capability and Leadership, Policy development, Communication, Project and Programme management, transformation management, change management,, conflict management Stakeholder management, Problem solving, Analysis, Service Delivery Innovation, decision making, People Management and Empowerment, In-depth understanding of safety and security within a correctional environment. Integrity and honesty, confidentiality, Good interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998 as amended, Assertiveness, Resilience, Ability to network and diplomacy, Computer literacy.

Responsibilities : Monitor of Parolee/Probationer Movements, Maintenance of Parolee/Probationer Records, Searching of Parolee's/ Probationers when necessary according approved processes and procedures, Tracing of Absconders as required, Monitor compliance to community service requirements, Counselling of cases when needed, Address confirmations, Management of information system, Refer/handle violations as and when required, Network with community/family to assist with information/Supervision, etc. Ensure that prescribed programmes are attended. Management of human resources and assets. Management of performance information.

SECURITY MANAGER: NUTRITIONAL SERVICES (CB4)
Gauteng Region: Johannesburg Medium B (Ref: DCS/07/42), Modderbee (Ref: DCS/07/43)
Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. Communication, Project and programme management, Transformation management, Change Management, Stakeholder management, Problem solving, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security in a correctional environment. Integrity and honesty, Confidentiality, Good Interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended. Assertiveness, Diplomacy and tactful, Resilient, Influence and impact, Computer literacy.

Responsibilities: Manage the preparation of meals, serving of meals, cleaning of utensils, kitchens, serveries. Training of prisoners as caterers. Screening of prisoners. Supervise the unlocking of inmates. Control of catering equipment (knives, crockery etc.). Ensure health and hygiene parades. Ensure cleaning of kitchen. Supervision of recreation activities. Oversee Searching within the kitchen. Treatment of inmates. Logistical administration. Management of human resources, finance and assets. Management of performance information.

SECURITY MANAGER: UNIT MANAGER (CB4)

Gauteng Region: Baviaanspoort Emthojeni (Ref: DCS/07/44), Boksburg Heidelberg (Ref: DCS/07/45), Johannesburg Medium A (Ref: DCS/07/46) X2, Johannesburg Female (Ref: DCS/07/47), Modderbee Devon (Ref: DCS/07/48), Kgoši Mampuru II Local (Ref: DCS/07/49), Modderbee (Ref: DCS/07/50), Zonderwater Medium B (Ref: DCS/07/51)

Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. Communication, Project and programme management, Transformation management, Change Management, Stakeholder management, Problem solving, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security in a correctional environment. Integrity and honesty, Confidentiality, Good Interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended. Assertiveness, Diplomacy and Tact, Resilient, Influence and impact, Computer literacy.

Responsibilities: Manage the safe custody of offenders. Manage the process of representation of offenders. Develop measures for handling offender complaints and requests. Facilitate the induction of new offenders. Implementation of unit management principles. Management of case files. Provision of infrastructural needs to enhance the implementation of unit management principles. Manage human resource, finance and assets. Management of performance information.

UNIT MANAGER SMALL: UNIT MANAGER (CB4)

Zonderwater Medium A (Ref: DCS/07/52)

Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy

Competencies and attributes: Firearm skills and the use of relevant security technology. Communication, Project and programme management, Transformation management, Change Management, Stakeholder management, Problem solving, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security in a correctional environment. Integrity and honesty, Confidentiality, Good Interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended. Assertiveness, Diplomacy and Tact, Resilient, Influence and impact, Computer literacy.

Responsibilities: Manage the safe custody of offenders. Manage the process of representation of offenders. Develop measures for handling offender complaints and requests. Facilitate the induction of new offenders. Implementation of unit management principles. Management of case files. Provision of infrastructural needs to enhance the implementation of unit management principles. Manage human resource, finance and assets. Management of performance information.

SECURITY MANAGER: DH: CASE/CENTRE MANAGEMENT ADMINISTRATION (CB4)

Gauteng Region: Johannesburg Medium C (Ref: DCS/07/53), Kgoši Mampuru II Local (Ref: DCS/07/54), Modderbee Devon (Ref: DCS/07/55)

Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. Strategic capability and Lead-reship, Policy development, Communication, Project and Programme management, transformation management, change management,, conflict management Stakeholder management, Problem solving, Analysis, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security within a correctional environment. Integrity and honesty, confidentiality, Good interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998 as amended, Assertiveness, Resilience, Ability to network and diplomacy.

Responsibilities: Management of admission and release system. Supervision of offender movements, offender cash administration and offender bail/fine payments. Ensure continuity and consistency in case management administration. Management of human resources, finance and assets. Management of performance information.

REINTE MANAGER: DH: CASE/CENTRE MANAGEMENT ADMINISTRATION (CB4)

Gauteng Region: Leeuwkop Medium B (Youth) (Ref: DCS/07/56)

Salary: R386 292 per annum

Requirements: Relevant B degree/National Diploma in Behavioural Sciences or equivalent qualifications. 7 year's relevant experience on supervisory post. These requirements are in accordance with the-relevant Occupational Specific Dispensation. Successful completion of Corrections Science Learner ship/Basic Training. Valid driver's licence. Computer literacy.

Competencies and attributes: Firearm skills and the use of relevant security technology. Strategic capability and Lead-reship, Policy development, Communication, Project and Programme management, transformation management, change management,, conflict management Stakeholder management, Problem solving, Analysis, Service Delivery Innovation, decision making, People Management and Empowerment, In depth understanding of safety and security within a correctional environment. Integrity and honesty, confidentiality, Good interpersonal relations, knowledge of the Correctional Services Act, Act 111 of 1998 as amended, Assertiveness, Resilience, Ability to network and diplomacy.

Responsibilities: Management of admission and release system. Supervision of offender movements, offender cash administration and offender bail/fine payments. Ensure continuity and consistency in case management administration. Management of human resources, finance and assets. Management of performance information.

SPECIALISED CASE OFFICERS: CASE MANAGEMENT COMMITTEE (CB 2- 1)

Gauteng Region: Baviaanspoort Medium (Ref: DCS/07/57) X2, Boksburg Medium A (Ref: DCS/07/58), Boksburg Juvenile (Ref: DCS/07/59) X2, Johannesburg Medium C (Ref: DCS/07/60), Johannesburg Medium B (Ref: DCS/07/61) X2, Krugersdorp (Ref: DCS/07/62) Leeuwkop Medium A (Ref: DCS/07/63) X2, Modderbee (Ref: DCS/07/64), Modderbee Nigel (Ref: DCS/07/65), Modderbee Devon (Ref: DCS/07/66), Kgoši Mampuru II: Odi (Ref: DCS/08/67)

Salary: R246 279 per annum

Requirements: Requirements: NQF level 6 qualification in Behavioural Science (in Criminology, penology etc) with no previous experience *or grade 12* with 10 years relevant experience gained at entry level production post . Successful completion of the Corrections Science Learnership/ Basic Training. Computer literacy Drivers license.

Competencies and attributes: Knowledge of financial controls. Supervisory skills. Counselling skills. Problem solving and analysis skills. Behaviour observation skills. Communication, listening and interpersonal skills. Organizational, negotiation and report writing skills.

Responsibilities: Ensure the Facilitation of the implementation of the offender's individual sentence plan to support individual offenders in their personal development. Ensure that the monitoring and evaluation reports on offender behaviour are provided. Provide safe custody services in the unit. Ensure that complaints and requests are registered and referred to relevant structures (such as Case Management Committee, Case Management Administration).

APPOINTMENTS UNDER THE PUBLIC SERVICE ACT

DEPUTY DIRECTOR: REGIONAL COORDINATOR: SUPPLY CHAIN MANAGEMENT

Gauteng Region: Regional Office: (Ref: DCS/07/68)

Salary: 744 255 all-inclusive salary package

Requirements: Recognized and appropriate three year Degree/ National Diploma in Supply Chain Management or equivalent qualification coupled with 3-5 years relevant supervisory experience gained at ASD level •Sound communication skills •Computer Literacy • Knowledge of PFMA, Treasury Regulations and LOGIS •Proven experience in a LOGIS environment •A valid driver's license.

Competencies and attributes: Financial management; Problem solving and decision making skills; Facilitation skills; Plan, organize, lead and control; Change Management; Team leadership; Project management; Presentation skills; Conflict management; Report writing; Training and development. Time management. Confidentiality; Coaching and mentoring; Understanding of Public Service policy and legislative framework; Service delivery and client orientation; integrity and honesty; Assertiveness; Ability to network; Influence and impact; Applied strategic thinking; Willingness to travel. Sound communication skills.

Responsibilities: The operationalization of National and Regional Supply Chain Management policy in the Region, Identify and provide training to relevant personnel on Supply Chain Management, Manage the maintenance and effective functioning of a Supply Chain Management System (LOGIS) as approved by National Treasury within the Gauteng Region e.g. analyzing of LOGIS reports in order to advise the Regional Head: Finance and SCM on precautionary measures, The management of assets and inventory within the Gauteng Region e.g. asset and inventory balancing, BAS /LOGIS reconciliation, balance scorecards etc., Management of Departmental Fleet within the Gauteng Region, Management of the procurement process and promotion of affirmative procurement, Audit and review of contracts, Effective risk management to ensure compliance with the risk management plan of DCS, Management of human resources, finance and assets. Management of performance information.

DEPUTY DIRECTOR: AREA COORDINATOR: FINANCE AND SUPPLY CHAIN MANAGEMENT

Gauteng Region: Modderbee (Ref: DCS/07/69)

Salary: 744 255 all-inclusive salary package

Requirements: Recognized and appropriate three year Degree/ National Diploma in Accounting or Financial Management with 3-5 years supervisory experience gained at ASD level in financial management environment. Knowledge of BAS and LOGIS systems. Computer Literacy, Valid driver's licence.

Competencies and attributes: Financial management, Problem solving and decision making, Facilitation skills, Plan, organize, lead and control, Change Management, Project management, Presentation skill, Conflict management, Training skills, Communication skills, Time management, Confidentiality, Coaching and mentoring, In depth knowledge of Supply Chain Management, Proven knowledge of the Public Finance Management Act, 1999 and Treasury Regulations, relating to Financial Management and Accounting. Procurement Administration and Public Finance Administration, Service delivery and client orientation, Integrity and honesty, Assertiveness, Willingness to travel, Influence and impact, Applied strategic thinking, Ability to network. Ability to network, Diplomacy and tactful, Influence and impact.

Responsibilities: Effective management of financial and supply chain management functions in management area. Coordinate Logistical services within the management area, Manage and Coordinate procurement of goods and services , Manage and coordinate financial accounting ensuring efficient voucher control, Basic accounting system, ledger dept activity. Manage the allocation budget within management area and expenditure control. Implementation and monitoring of execution of duties in terms of the Public Finance Management Act, 1999 (PFMA). Ensuring optimal utilization of resources, Support with regard to the management area budgets. Management of human resource, finance and assets. Manage of performance information

ASSISTANT DIRECTOR: MANAGER: LOGISTICS
Gauteng Region: Johannesburg: (Ref: DCS/07/70)
Salary: 382 245 per annum

Requirements: Recognized three (3) year Degree or National diploma in Supply Chain Management or equivalent qualification with 3-5 years in a supply chain management environment on a supervisory level. Knowledge LOGIS system. Computer literacy. Valid driver's licence.

Competencies and Attributes: Problem solving and decision making, Facilitation skills, Plan, organize, lead and control, Presentation skill, Conflict management, Training skills, Communication skills, Time management, Confidentiality, Coach-ing and mentoring, Knowledge of the Public Finance Management Act, 1999 and Treasury Regulations. Knowledge of Tender process. Service delivery and client orientation, Integrity and honesty, Assertiveness, Influence and impact and Ability to network.

Responsibilities: Implementation of logistical policies in the Management Area. Monitor and control incoming and out-going stock. Manage the administration of the warehouse, transit and fleet. Supervise the asset verification and logistical processes, asset and inventory balancing. Supervise the reconciliation between BAS and LOGIS. Facilitate logistical training. Management of human resources, finance and assets. Management of performance information.

SENIOR AGRICULTURAL ADVISOR (MANAGER: AGRICULTURE)

Gauteng Region: Boksburg (Ref: DCS/07/71)
Salary: 382 245 per annum

Requirements: Appropriate 4 year qualification in agriculture, Valid driver's license (code B), 3-5 years appropriate experience. Computer literacy

Competencies and attributes: communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy. Knowledge of extension methodology, Supervisory and management skills, presentation skills; Knowledge of project planning and management.

Responsibilities: Render scientific and technical advice to internal and external clients to ensure sustainable development through application of efficient methods and utilization of resources like soil, water, veld, money, demonstrations of farming/production methods and present present/organise farmers days, information sessions. Provide technical support for organized agriculture and other agricultural stakeholders, provide advice and after care and also assist with planning, which would, **promote** the establishment of co-operatives, farmers; associations, interest groups, Provide advice on various subject areas eg. Industrial positioning, improvement of revenue, animal science, crop science etc and facilitate capacity building by developing the relevant training material, presenting courses and mentoring of Agricultural Advisors, farmers and other stakeholders. Provide technical support for Government funded projects (such as CASP, LRAD etc.) provide advice and after care and also assist with planning, which would mobilize groups to form entities or institutions, facilitate the development and implementation of business plans. Promote sustainable production of Agricultural products through gathering and analyzing relevant information in order to assist with identification of problem areas and prioritization thereof, facilitate the identification of real and perceived needs, establish structures to address the need identified. Involvement in research activities; Perform administrative and related functions which would entail keeping up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective technical service. Management of performance information. Management of resources.

AGRICULTURAL ADVISOR: ANIMAL PRODUCTION

Gauteng Region: Baviaanspoort: (Ref: DCS/07/72)

Salary: R321 543 per annum

Requirements: Appropriate 4 year qualification in agriculture (Animal Production) or equivalent qualification. Valid driver's license (code B) 2-3 years appropriate experience. Computer skills, Knowledge of extension methodology.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy. Communication/presentation skills.

Responsibilities: Render scientific and technical advice to internal and external clients under mentorship to ensure sustainable ; Provide technical support in terms of planning, advice and after care for organized agriculture and other agricultural stakeholders ; Provide technical support on Government funded projects and also assist with planning; Promote sustainable production of Agricultural products ; Involvement in research activities under guidance of seniors; Perform administrative and related functions ; Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective extension service Conduct quality assessment of agricultural services. Ensure the adherence occupational safety. Manage human resources, finance and assets. Management of Performance information. Management of resources.

AGRICULTURAL ADVISOR: PLANT PRODUCTION

Gauteng Region: Kgoši Mampuru II: Odi: (Ref: DCS/07/73)

Salary: R321 543 per annum

Requirements: Appropriate 4 year qualification in agriculture (Plant Production) or equivalent qualification. Valid driver's license (code B), 2-3 years appropriate experience. Computer skills, Knowledge of extension methodology.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy. Communication/presentation skills.

Responsibilities: Render scientific and technical advice to internal and external clients under mentorship to ensure sustainable ; Provide technical support in terms of planning, advice and after care for organized agriculture and other agricultural stakeholders ; Provide technical support on Government funded projects and also assist with planning; Promote sustainable production of Agricultural products ; Involvement in research activities under guidance of seniors; Perform administrative and related functions ; Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective extension service Conduct quality assessment of agricultural services. Ensure the adherence occupational safety. Manage human resources, finance and assets. Management of Performance information. Management of resources.

AGRICULTURAL ADVISOR: ANIMAL PRODUCTION

Gauteng Region: Zonderwater: (Ref: DCS/07/74)

Salary: R321 543 per annum

Requirements: Appropriate 4 year qualification in agriculture (Poultry Management) or equivalent qualification, valid driver's license (code B) 2-3 years appropriate experience. Computer skills, Knowledge of extension methodology.

Competencies and attributes: Firearm skills and the use of relevant security technology. communication, project and programme management, transformation management, change management, stakeholder management, problem solving, analysis, service delivery Innovation, decision making, people management and empowerment, in depth understanding of safety and security in a correctional environment, integrity and honesty, confidentiality, good inter-personal relations, knowledge of the Correctional Services Act, Act 111 of 1998, as amended, assertiveness, ability to network and diplomacy. Communication/presentation skills.

Responsibilities: Render scientific and technical advice to internal and external clients under mentorship to ensure sustainable ; Provide technical support in terms of planning, advice and after care for organized agriculture and other agricultural stakeholders ; Provide technical support on Government funded projects and also assist with planning; Promote sustainable production of Agricultural products ; Involvement in research activities under guidance of seniors; Perform administrative and related functions ; Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective extension service Conduct quality assessment of agricultural services. Ensure the adherence occupational safety. Manage human resources, finance and assets. Management of Performance information. Management of resources.

SENIOR STATE ACCOUNTANT: FINANCIAL ACCOUNTING

Gauteng Region: Regional Office: (Ref: DCS/07/75)

Salary: R321 543 per annum

Requirements: Recognized three year Degree / National Diploma Accounting or Financial Management with at least 3-5 years relevant experience in Financial systems • Good communication and presentation skills • Valid driver's license. Must be computer literate • Dynamic and professional • Plan and organize events properly • Knowledge of the Public Finance Management Act, Treasury Regulations, BAS and Project Management • Proven experience in a BAS environment.

Competencies and attributes: Plan, organise, lead and control, client orientation & communication, policy analysis and interpretation, report writing, facilitation skills, presentation, problem solving and decision making Knowledge of the supply chain management framework (PFMA). Treasury Regulations relating to supply chain management. Good knowledge of Public Service Regulation. . Knowledge of procurement administration and public finance administration , financial management, Integrity & honesty, good work ethics ,confidentiality, interpersonal relations, people management, accuracy, independent networking, influence and impact, computer skills.

Responsibilities: • Implementation of financial accounting policy in the Regional Office in accordance with current procedures • Effective management of control accounts • Effective management of debts. Ensure proper maintenance of accounts and financial reporting. Execute the responsibilities of officials as stipulated in Section 45 of the Public Finance Management Act. Bas and Logis asset reconciliation by ensuring that a certificate of balancing is submitted to the Regional Head: Finance and Supply Chain Management. Ensure maintenance and asset management. Management of Human Resources, logistical administration and assets. Management of performance information.

SENIOR STATE ACCOUNTANT: SUPERVISOR: MANAGEMENT ACCOUNTING

Gauteng Region: Kgoši Mampuru II: (Ref: DCS/07/76), Zonderwater (Ref: DCS/07/77),

Salary: R321 543 per annum

Requirements: Recognized three year Degree/National Diploma in Accounting or Financial Management with at least 3-5 years relevant experience in Financial systems or related • Good communication and presentation skills • Valid driver's license. Must be computer literate. In depth knowledge of the Public Finance Management Act, Treasury Regulations, BAS and Project Management.

Competencies and attributes: Plan, organise, lead and control, client orientation & communication, policy analysis and interpretation, report writing, facilitation skills, presentation, problem solving and decision making Knowledge of the supply chain management framework (PFMA). Treasury Regulations relating to supply chain management. Good knowledge of Public Service Regulation. . Knowledge of procurement administration and public finance administration , financial management, Integrity & honesty, good work ethics ,confidentiality, interpersonal relations, people management, accuracy, independent networking, influence and impact, computer skills

Responsibilities: • Implementation of financial accounting policy in the management area in accordance with current procedures • Planning and execution of management accounting functions / inspections • Undertaking of financial investigations. Keep financial accounting system on standard. Execute the responsibilities of officials as stipulated in Section 45 of the Public Finance Management Act. Ensure optimal utilisation of resources and support with regard to management of budgets within the framework of relevant legal directives and regulations. Perform budget control and ensure enforcement of financial discipline. Perform responsibilities for logistics and procurement management. Manage the allocation, maintenance, capturing and distribution of the budget for the management area. Render a support service from the Financial Control Office (FCO) in terms of giving financial and budgetary advice to the management area. Management of performance information.

SENIOR STATE ACCOUNTANT: FINANCIAL ACCOUNTING

Gauteng Region: Leeuwkop: (Ref: DCS/07/78)

Salary: R321 543 per annum

Requirements: Recognized three year Degree/National Diploma Accounting or Financial Management with at least 3-5 years relevant experience in Financial systems or related. Valid driver's license. Must be computer literate • Knowledge of the Public Finance Management Act, Treasury Regulations, BAS and Project Management.

Competencies and attributes: Plan, organise, lead and control, client orientation & communication, policy analysis and interpretation, report writing, facilitation skills, presentation, problem solving and decision making Knowledge of the supply chain management framework (PFMA). Treasury Regulations relating to supply chain management. Good knowledge of Public Service Regulation. . Knowledge of procurement administration and public finance administration , financial management, Integrity & honesty, good work ethics ,confidentiality, interpersonal relations, people management, accuracy, independent networking, influence and impact, computer skills

Responsibilities: • Implementation of financial accounting policy in the management area in accordance with current procedures • Effective management of control accounts • Effective management of debts. Ensure proper maintenance of accounts and financial reporting. Execute the responsibilities of officials as stipulated in Section 45 of the Public Finance Management Act. BAS and LOGIS asset reconciliation by ensuring that a certificate of balancing is submitted to the Area Coordinator: Finance and Supply Chain Management. Ensure maintenance and asset management. Management of Human Resources, logistical administration and assets. Management of performance information.

SPAO: TENDER ADMINISTRATION

Gauteng Region: Regional Office: (Ref: DCS/07/79)

Salary: R321 543 per annum

Requirements: Recognized three (3) year Degree/National diploma in Supply Chain Management or equivalent qualification with 3-5 years in a supply chain management environment. Knowledge of LOGIS system. Computer literacy. Valid driver's licence.

Competencies and Attributes: Problem solving and decision making, Facilitation skills, Plan, organize, lead and control, Presentation skill, Conflict management, Training skills, Communication skills, Time management, Confidentiality, Coach-ing and mentoring, Knowledge of the Public Finance Management Act, 1999 and Treasury Regulations. Knowledge of Tender process. Service delivery and client orientation, Integrity and honesty, Assertiveness, Influence and impact and Ability to network.

Responsibilities: The implementation of procurement policy in the region. The administration of tenders. The implementation of procurement policy in the region. The undertaking/management of procurement inspection. The undertaking of procurement investigations. The compilation of short-/medium-/long term planning of procurement activities in the Branch Assist with rendering of advice to area managers with procurement planning at management areas. Assist to adherence to the strategic, procurement objectives of the DCS in the planning of activities. Assist with and prepare the planning schedule of work sessions goals. The management of procurement infrastructure. Management of human resources, finance and assets. Management of performance information.

SPAO: SUPERVISOR LOGISTICS

Gauteng Region: Baviaanspoort : (Ref: DCS/07/80)

Salary: R321 543 per annum

Requirements: Recognized three (3) year Degree/National diploma in Supply Chain Management or equivalent qualification with 3-5 years in a Supply Chain Management environment. Knowledge of LOGIS system. Computer literacy. Valid driver's licence.

Competencies and Attributes: Problem solving and decision making, Facilitation skills, Plan, organize, lead and control, Presentation skill, Conflict management, Training skills, Communication skills, Time management, Confidentiality, Coach-ing and mentoring, Knowledge of the Public Finance Management Act, 1999 and Treasury Regulations. Knowledge of Tender process. Service delivery and client orientation, Integrity and honesty, Assertiveness, Influence and impact and Ability to network.

Responsibilities: Implementation of logistical policies in the Management Area. Monitor and control incoming and out-going stock. Manage the administration of the warehouse, transit and fleet. Supervise the asset verification and logistical processes, asset and inventory balancing. Supervise the reconciliation between BAS and LOGIS. Facilitate logistical training. Management of human resources, finance and assets. Management of performance information.

PROVISIONING ADMINISTRATION OFFICER: LOGISTIC ADMINISTRATION:

**Gauteng Region: Baviaanspoort: (Ref: DCS/07/81) X2, Leeuwkop: (Ref: DCS/07/82) Zonderwater:
(Ref: DCS/07/83)**

Salary: R261 372 per annum

Requirements: Recognized three (3) year Degree/National Diploma in Supply Chain Management or equivalent qualification. At least 1 - 2 years' experience in a Supply Chain Management environment. Knowledge of LOGIS system. Computer literacy. Valid driver's licence.

Competencies and attributes: Problem solving and decision making. Facilitation skills. Plan, organize, lead and control. Presentation skill. Conflict management. Training skills. Communication skills. Time management. Confidentiality. Coaching and mentoring. Knowledge of the Public Finance Management Act. 1999 and Treasury Regulations. Knowledge of Tender process. Service delivery and client orientation. Integrity and honesty. Assertiveness. Influence and impact and Ability to network.

Responsibilities: Implementation of logistical policies in the Management Area. Monitor and control incoming and outgoing stock. Manage the administration of the warehouse, transit and fleet. Supervise the asset verification and logistical processes, asset reconciliations and inventory balancing. Supervise the reconciliation between BAS and LOGIS. Facilitate logistical training. Management of human and financial resources and assets. Management of performance information.

PROVISIONING ADMINISTRATION OFFICER: PROCUREMENT

Gauteng Region: Johannesburg (Ref: DCS/07/84)

Salary: R261 372 per annum

Requirements: Relevant National Diploma/Degree in Purchasing Management/Logistics/Supply Chain Management or equivalent qualification. 1-2 years relevant work experience in a Supply Chain Management. Working experience on LOGIS will be an added advantage. Computer literate. Valid driver's licence.

Competencies and attributes: Plan, organise, lead and control. Client orientation and communication. Policy analysis and interpretation. Report writing. Facilitation skills. Presentation. Problem solving and decision making. Knowledge of the supply chain management framework (PFMA). Treasury Regulations relating to supply chain management. Good knowledge of Public Service Regulation. Knowledge of procurement administration and public finance administration. Financial management. Integrity and honesty. Good work ethics. Confidentiality. Interpersonal relations. People management. Accuracy. Independent networking. Influence and impact. Computer skills.

Responsibilities: Placement of orders. Generate procurement advices. Conduct enquiries on orders and commitments placed. Maintain and update database of prospective suppliers. Administer quotations and bids. Management of performance information.

PROVISIONING ADMINISTRATION OFFICER: TRANSIT WAREHOUSE

Gauteng Region: Kgoši Mampuru II (Ref: DCS/07/85), Johannesburg (Ref: DCS/07/86)

Zonderwater (Ref: DCS/07/87)

Salary: R261 372 per annum

Requirements: Relevant national diploma/degree in Purchasing Management/Logistics/Supply Chain Management or equivalent qualification. 1-2 years relevant work experience in Supply Chain Management. Working experience on LOGIS will be an added advantage. Computer literate. Valid driver's licence.

Competencies and attributes: Plan, organise, lead and control. Client orientation and communication, policy analysis and interpretation, report writing, facilitation skills, presentation, problem solving and decision making. Knowledge of the supply chain management framework (PFMA). Treasury Regulations relating to supply chain management. Good knowledge of Public Service Regulations. Knowledge of procurement administration and public finance administration, financial management, Integrity & honesty, good work ethics, confidentiality, interpersonal relations, people management, accuracy, independent networking, influence and impact, computer skills.

Responsibilities: Administrate the transit functions. Planning of receipts with regard to stock/equipment. Administer the safe keeping, storage and care of stock and equipment. Check and update bin cards. Package and distribute/dispatch items to sections. Manage the quality and quantity of items received/delivered and distributed. Management of performance information.

STATE ACCOUNTANT : BASIC ACCOUNTING SYSTEM

Gauteng Region: Zonderwater: (Ref: DCS/07/88) X3, Leeuwkop: (Ref: DCS/07/89)

Salary: R261 372 per annum

Requirements: Recognized three year Degree/National Diploma in Accounting or Financial Management with at least 1 -2 years' experience in financial management. Knowledge of the PFMA, Treasury Regulations and BAS environment. Proven experience in handling control accounts. Computer literacy.

Competencies and attributes: Plan, organise, lead and control, client orientation & communication, policy analysis and interpretation, report writing, facilitation skills, presentation, problem solving and decision making Knowledge of the supply chain management framework (PFMA). Treasury Regulations relating to supply chain management. Good knowledge of Public Service Regulation. . Knowledge of procurement administration and public finance administration , financial management, Integrity & honesty, good work ethics ,confidentiality, interpersonal relations, people management, accuracy, independent networking, influence and impact, computer skills

Responsibilities: Execute the responsibility of the official as stipulated in Section 45 of the PFMA. Plan and execute financial accounting functions/inspection. Undertake financial investigations. Keep financial accounting system on standard. Compile training programmes. Ensure effective control over the collection and allocation of all revenue. Ensure financial data integrity on BAS. Manage all ledger and special functions accounts of the Management Area. Open, keep and control debt accounts. Submit applicable documents in ensuring zero balances on the ledgers for the month. Handle Z59 claims. Management of performance information.

STATE ACCOUNTANT: BUDGET

Gauteng Region: Boksburg (Ref: DCS/07/90)

Salary: R261 372 per annum

Requirements: An appropriate Degree/National Diploma in Accounting or Financial Management or equivalent qualifications. 1 -2 years' experience in financial systems. Knowledge of the Public Finance Management Act. Treasury Regulations and BAS. Valid drivers' licence. Must be computer literate.

Competencies and attributes: Financial management, , Facilitation skills, Plan, organise, lead and control, Project Management, Presentation skills, Conflict Management, Report writing, Time management, confidentiality, coaching and mentoring, understanding of Public Service Policy and legislative framework, Knowledge of the Correctional Services Act, Act 111 of 1998, knowledge of the Public Finance Management Act, Treasury Regulations and BAS. Service delivery and Client orientation, Integrity and honesty, Assertiveness, Influence and impact, Communication skills, Decision making, Problem solving skills, Networking/liaison with stakeholders and Negotiation skills. Project management and presentation skills.

Responsibilities: Provide financial management information and advice to activity managers. Responsible for submission of monthly in- year monitoring and ENE. Reporting of budgetary processes according to the National Treasury reporting requirements. Management of fund shifts and business plans. Provide financial training management accounting and BAS system. Management of MTEF submissions and expenditure management. Provide administrative support to the region. Inventory control. Execute the responsibilities of officials as stipulated in Section 45 of the public finance management act. Management of human resources, finances and assets. Management of performance information.

STATE ACCOUNTANT : LEDGER+DEPARTMENT+ACTIVITY

Gauteng Region: Kgoši Mampuru II: (Ref: DCS/07/91)

Salary: R261 372 per annum

Requirements An appropriate Degree/National Diploma in Accounting or Financial Management or equivalent qualifications. 1 -2 years' experience in financial systems or related. Knowledge of the Public Finance Management Act. Treasury Regulations and BAS. Project management and presentation kills. Valid drivers' licence. Must be computer literate. Proven experience in handling control accounts.

Competencies and attributes: Plan, organise, lead and control, client orientation & communication, policy analysis and interpretation, report writing, facilitation skills, presentation, problem solving and decision making Knowledge of the sup-ply chain management framework (PFMA). Treasury Regulations relating to supply chain management. Good knowledge of Public Service Regulation. Knowledge of procurement administration and public finance ad-ministration, financial management, Integrity & honesty, good work ethics, confidentiality, interpersonal relations, people management, accuracy, independent networking, influence and impact, computer skills, Project management and presentation kills. Project management and presentation kills.

Responsibilities: Execute the responsibility of the official as stipulated in Section 45 of the PFMA. Plan and execute financial accounting functions/inspection. Undertake financial investigations. Keep financial accounting system on standard. Compile training programmes. Ensure effective control over the collection and allocation of all revenue. Ensure financial data integrity on BAS. Manage all ledger and special functions accounts of the Management Area. Open, keep and control debt accounts. Submit applicable documents in ensuring zero balances on the ledgers for the month. Handle Z59 claims. Management of performance information.

STATE ACCOUNTANT: VOUCHER CONTROL

Gauteng Region: Kgoši Mampuru II (Ref: DCS/07/92)X2

Salary: R261 372 per annum

Requirements: An appropriate Degree/National Diploma in Accounting or Financial Management or equivalent qualifications. 1 -2 years' experience in financial systems. Knowledge of the Public Finance Management Act. Treasury Regulations and Valid drivers' licence. Must be computer literate.

Competencies and attributes: Plan, organise, lead and control, client orientation & communication, policy analysis and interpretation, report writing, facilitation skills, presentation, problem solving and decision making Knowledge of the sup-ply chain management framework (PFMA). Treasury Regulations relating to supply chain management. Good knowledge of Public Service Regulation. Knowledge of procurement administration and public finance ad-ministration , financial management, Integrity & honesty, good work ethics ,confidentiality, interpersonal relations, people management, accu-racy, independent networking, influence and impact, computer skills

Responsibilities: Manage the infrastructure for finance –related practises. Plan activities. Ensure the correctness of documentation before data capturing. Receiving and filing of all captured documentation in line with policy. Management of performance information.

STATE ACCOUNTANT: SUPERVISOR: MANAGEMENT ACCOUNTING

Gauteng Region: Baviaanspoort (Ref: DCS/07/93)

Salary: R261 372 per annum

Requirements: An appropriate Degree/National Diploma in Accounting or Financial Management or equivalent qualifications. 1-2 years' experience in financial systems. Knowledge of the Public Finance Management Act. Treasury Regulations and Valid drivers' licence. Must be computer literate.

Competencies and attributes: Financial management; Problem solving and decision making skills; Facilitation skills; Plan, organize, lead and control; Change Management; Team leadership; Project management; Presentation skills; Conflict Management; Report writing; Training and development. Time management. Confidentiality; Coaching and mentoring; Understanding of Public Service policy and legislative framework; Service delivery and client orientation; integrity and honesty; Assertiveness; Ability to network; Influence and impact; Applied strategic thinking; Willingness to travel.

Responsibilities: Coordination of the Management Area budget, MTEF and ENE inputs and consolidation thereof. Manage the coordination and submission of Management Area monthly In Year Monitoring (IYM) Management Accounting within the set due date. Administer the allocation of Management Area budget. Manage the capturing of the Management Area budget, Manage the administration of Management Area cash and all revenue. Manage Management Area debt accounts as well as Management Area suspense accounts. Manage all functions pertaining to Financial Accounting; Manage the rendering of financial training. Management of human resources, finance and assets. Management of performance information.

PROJECT MANAGER: AGRICULTURE (PLANT PRODUCTION)

Gauteng Region: Leeuwkop (Ref: DCS/07/94) X2

Salary: R261 372 per annum

Requirements: Grade 12 and recognised Degree/National Diploma in Agriculture (Plant Production) or equivalent qualification. Relevant experience in plant production. Good communication and writing skills, valid driver's licence, computer literacy

Competencies and attributes: Plan and organize, Report writing. Punctuality, Confidentiality, Understanding of Public Service policy and legislative framework, Service delivery and client orientation, Integrity and honesty, Assertiveness, Influence and impact, Ability to work under pressure.

Responsibilities: Planting of summer and winter crops, record keeping, compilation of monthly production, writing memorandums, capturing plant production information on the system, management of personnel, arrange meetings, budget control, and management of assets, project planning and complying with all legislations. Management of performance information.

PROFESSIONAL NURSE (GENERAL NURSING) GRADE 1

**Gauteng Region: Baviaanspoort Max (Ref: DCS/07/95), Boksburg Medium A(Ref: DCS/07/96)
Boksburg Heidelberg (Ref: DCS/07/97), Krugersdorp (Ref: DCS/07/98), Leeuwkop Max (Ref:
DCS/07/99), Leeuwkop Medium A (Ref: DCS/07/100), Leeuwkop Medium C (Ref: DCS/07/101),
Modderbee Nigel (Ref: DCS/07/102) X2, Kgoši Mampuru II Atteridgville (Ref: DCS/07/103),
Zonderwater Medium A (Ref: DCS/07/104) X2**

Salary: R260 760 per annum

Requirements: Recognised three (3) year Degree/Diploma in Nursing or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Current registration with the South African Nursing Council (SANC). These requirements are in accordance with the relevant Occupational Specific Dispensation.

Competencies and Attributes: Knowledge of nursing care process and procedures, nursing statutes and other relevant legal frame works, including grievance procedure and disciplinary code and procedure, communication, re-port-writing, liaison, coordination, facilitation, problem-solving, planning and organising skills.

Responsibilities: Provide direction and supervision in the implementation of the nursing plan. (Clinical practice/quality patient care). Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and healthcare in accordance with the relevant law as and regulations. Utilise human, material and physical resources efficiently and effectively. Display a concern for patients, promoting and advocating proper treatment and care, including an awareness and willingness to respond to patients' needs, requirement and expectations (Batho Pele principles). Maintain a constructive working relationship with nursing and other stakeholders. Management of performance information.

CLINICAL NURSE PRACTITIONER (PHC) GRADE 1

Gauteng Region: Baviaanspoort Medium (Ref: DCS/07/105), Boksburg Medium A(Ref: DCS/07/106)X3, Boksburg Heidelberg (Ref: DCS/07/107), Boksburg Juvenile (Ref: DCS/07/108), Johannesburg Medium B (Ref: DCS/07/109) X3, Johannesburg Medium A (Ref: DCS/07/110), Krugersdorp (Ref: DCS/07/111) X2, Leeuwkop Max (Ref: DCS/07/112), Kgoši Mampuru II Odi (Ref: DCS/07/113), Kgoši Mampuru II Atteridgville (Ref: DCS/07/114), Zonderwater Medium A (Ref: DCS/07/115)

Salary: R388 974 per annum

Requirements: Recognised three (3) year Degree/Diploma in Nursing or an equivalent qualification that allows registration with the South African Nursing Council as a Professional. Current registration with the South African Nursing Council as a Professional Nurse. Post basic qualification with a duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. A minimum of 4 years appropriate/ recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. These requirements are in accordance with the relevant Occupational Specific Dispensation. Valid driver's licence. Computer literacy.

Competencies and attributes: Demonstrate an understanding of nursing legislation and related legal and ethical nursing practises within a primary health care environment. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a primary health care facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined for a primary health care facility.

Responsibilities: Supervise the routine examination of offenders and treatment of minor ailments according to scope of practice. Supervise the assistance of immobile offender patients. Supervise the administration of medicine and other treatments. Supervise first aid and emergency series. Supervise sterilisation of equipments/facilities. Supervise the up-dating of offenders/s records. Counsel offender patients. Supervise medicine control maintain safe custody by nursing personnel. Identify offenders for medicines. Not medical condition as instructed by doctors. Manage human resources, finance and assets. Management of performance information.

OPERATIONAL MANAGER NURSING (PHC) GRADE 1

Gauteng Region: Modderbee Devon (Ref: DCS/07/116), Kgoši Mampuru II Central (Ref: DCS/07/117), Kgoši Mampuru II Local (Ref: DCS/07/118)

Salary: R571 242 per annum

Requirements: Recognised three (3) year degree/diploma in Nursing or an equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification in the relevant specialty. Current registration with the South African Nursing Council as a Professional Nurse. Post basic qualification with a duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. These requirements are in accordance with the relevant Occupational Specific Dispensation. Valid driver's licence. Computer literacy.

Competencies and Attributes and Attributes: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practises and how this impacts on service delivery. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate an basic understanding of HR and financial policies and practices

Responsibilities: Provide direction and supervision in the implementation of the nursing plan (clinical practice/quality patient care). Implement standards, practices, criteria and indicators for quality nursing. Practise nursing and healthcare in accordance with the relevant laws and regulations. Manage and utilise human, material and physical resources efficiently and effectively. Promoting and advocating proper treatment and care in line with Batho Pele principles. Maintain the quality of nursing data and information and utilise it to advice, advance and evaluate the quality and cost-effectiveness of nursing care. Management of performance information.

CLINICAL PSYCHOLOGIST GRADE 1

Gauteng Region: Johannesburg Medium B (Ref: DCS/07/119), Johannesburg Medium C (Ref: DCS/07/120)

Salary: 724 062 all-inclusive salary package

Requirements: Recognised Master's degree in Psychology and registration as Clinical or Counselling Psychologist with the Health Professional Council of South Africa. Computer literacy. Valid driver's licence. These requirements are in accordance with the relevant Occupational Specific Dispensation.

Competencies and Attributes: Problem solving and decision making, Facilitation skills, Plan, organize, lead and control, Project and program management, Facilitation skills, Presentation skill, Conflict management, Communication, Report writing. Time management, Confidentiality, Understanding of Public Service policy and legislative framework, Service de-livery and client orientation, Integrity and honesty, Assertiveness, Influence and impact and Ability to network.

Responsibilities: Render and coordinate psychological services to offenders. Liaise with internal and external organizations for the provision of psychological services. Management of assets. Management of performance information.

DIVISIONAL HEAD: EDUCATIONIST

Gauteng Region: Leeuwkop Max (Ref: DCS/07/121), Kgoši Mampuru II Central (Ref: DCS/07/122)

Salary: R430 404 per annum

Requirements: Degree/diploma in Education and 3-5 years relevant experience as supervisor. Post graduate degree will be an added advantage. Registration with the South African Council of Educators. Must be professional. Ability to plan and organise. Sound communication skills. Valid driver's license.

Competencies and attributes: Financial management, Problem solving and decision making skills, Facilitation skills. Plan, organise, lead and control, Change Management, Team leadership, Project management, Presentation skill, Conflict management, Report writing, Training and development, Time management, Confidentiality, Coaching and mentoring. Understanding of Public Service policy and legislative framework, Service delivery and client orientation, integrity and honest, Assertiveness, Willingness to travel, Influence and impact, Applied strategic thinking, Ability to network

Responsibilities: Responsible for the administration of education and training. Manage budget of education and training. Advise the Area Commissioner. Responsible for personnel development within the Area. Responsible for the total establishment of the Area. Implement policy with regard to sport, recreation, arts and culture libraries and skills development programmes and formal education. Implement and Manage education, SRAC and Skills training system. Liaise with the external role players regarding education, SRAC and Skills training system. Manage human resource, finances and assets. Management of performance information.

EDUCATIONIST M+4

Gauteng Region: Boksburg Medium A(Ref: DCS/07/123), Boksburg Juvenile (Ref: DCS/07/124), Leeuwkop Medium B (Youth) (Ref: DCS/07/125), Leeuwkop Medium C (Ref: DCS/07/126), Kgoši Mampuru II Female (Ref: DCS/07/127), Modderbee (Ref: DCS/07/128)X2, Modderbee Devon (Ref: DCS/07/129)

Salary: R287 937 per annum

Requirements: Recognised four (4) year degree/national diploma in Education. Registration with the South African Council of Educators. Computer literacy. Valid Driver's License. These requirements are in accordance with the relevant Occupational Specific Dispensation.

Competencies and attributes: Plan, organise, lead and control, client orientation and communication, policy implementation, report writing, diversity management, training and development, service delivery innovation and creativity, project management, conflict management, facilitation management integrity and honesty, coaching and mentoring, good work ethics, confidentiality, interpersonal relations, openness and transparency, networking, influence and impact, presentation skills, conceptual skills, and conflict management skills.

Responsibilities: Implement educational programmes for offenders. Implement educational policy at correctional facilities in the Management Area. Adhere to set standards for education services in accordance with Government Education Departments. Assess educational services. Ensure service level standards for education and training. Management of performance information.

SOCIAL WORK SUPERVISOR GRADE 1

Gauteng Region: Leeuwkop Medium B (Youth)(Ref: DCS/07/130), Kgoši Mampuru II Central (Ref: DCS/07/131), Baviaanspoort Max: (Ref: DCS/07/132)

Salary: R389 991 per annum

Requirements: BA degree in Social Work and 7 years relevant experience in a Social work environment after registration with South African Council for Social Services Profession. • Current Registration with the South African Council for Social Services Valid driver's licence • Computer literacy.

Competencies and attributes: Conversant with Acts, policies and legislation pertaining to social work practice. Understanding of human behaviour social systems, Social work intervention, Empowerment, Confidentiality, Time management, listening skills, Interpersonal skills, Client orientation, Good communication skills, Empathy, Tactfulness, Integrity and honesty, Report writing skills, Adaptability, Conflict management. Ability to co-ordinate and collaborate with internal and external stakeholders.

Responsibilities: Provide needs-based social work services to offenders through individual attention, group work and community work research and social work administration. Conduct individual assessments. Market social work service. Monitor and evaluate social work services. Provide guidance to subordinates and ensure that the requirements of the operational plans are complied with. Manage human resources and assets. Management of performance information.

SOCIAL WORK GRADE 1

Gauteng Region: Boksburg Heidelberg (Ref: DCS/07/133) Johannesburg Medium B (Ref: DCS/07/134) Modderbee Community Corrections (Ref: DCS/07/135), Modderbee (Ref: DCS/07/136), Kgoši Mampuru II Community Corrections (Ref: DCS/07/137), Kgoši Mampuru II Odi Community Corrections (Ref: DCS/07/138)

Salary: R261 456 per annum

Requirements: BA degree in Social Work • Current Registration with the South African Council for Social Services Valid driver's licence • Conversant with acts, policy/legislative matters and operating within the management areas • Sound communication, negotiation, conflict and strategic management skills • Ability to co-ordinate and collaborate with internal and external stakeholders • Computer literacy.

Competencies and attributes: Problem solving and decision making, facilitation skills, plan, organize, lead and control, project management, presentation skill, counselling skills, Ability to interpret policy/legislation Conflict management, coaching and mentoring, Understanding of Public Service policy and legislative framework, service delivery and client orientation, integrity and honesty, assertiveness, willingness to travel, influence and impact and ability to network. Ability to coordinate and collaborate with internal and external stakeholders •

Responsibilities: Provide needs-based social work services to offenders through individual attention, group work and community work Conduct research and social work administration. Conduct individual assessments. Market social work services. Monitor and evaluate social work interventions. Management of resources. Management of resources and information.

ARTISAN PRODUCTION GRADE A BRICKLAYER

Gauteng Region: Baviaanspoort (Ref: DCS/07/139), Kgoši Mampuru II Central (Ref: DCS/07/140)X2, Modderbee (Ref: DCS/07/141), , Zonderwater (Ref: DCS/07/142)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dispensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time management, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal relations, networking and tact.

Responsibilities: Perform bricklaying duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from clients. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform bricklaying maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: CABINET MAKER

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/143) X3, Boksburg (Ref: DCS/07/144) X2,
Leeuwkop (Ref: DCS/07/145) X2

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dis-
pensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time manage-ment, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal rela-tions, networking and tact. Perform maintenance services.

Responsibilities: Perform cabinet making duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from cli-ents. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: UPHOLSTERY

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/146) X2, Boksburg (Ref: DCS/07/147) X2,
Leeuwkop (Ref: DCS/07/148)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dis-
pensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time manage-ment, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal rela-tions, networking and tact.

Responsibilities: Perform upholstery duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from cli-ents. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop admin-istration. Perform maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: FITTER AND TURNER

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/149), Zonderwater Med B (Ref: DCS/07/150)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dis-pensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time manage-ment, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal rela-tions, networking and tact. Perform maintenance services.

Responsibilities: Perform fitter and turning duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from cli-ents. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: WOOD MACHINIST

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/151), Boksburg (Ref: DCS/07/152)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dis-pensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time manage-ment, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal rela-tions, networking and tact. Perform maintenance services.

Responsibilities: Perform wood machinist duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from cli-ents. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: ELECTRICIAN

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/153) X2, Boksburg (Ref: DCS/07/154), Baviaanspoort (Ref: DCS/07/155), Modderbee Nigel (Ref: DCS/07/156), Johannesburg (Ref: DCS/07/157)

Salary: R193 512 826 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dispensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time management, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal relations, networking and tact.

Responsibilities: Perform electrical duties. Train offenders in the applicable trade. Order, test and evaluate building buildings. Execute work as per requisition/orders received from clients. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform electrical maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: PLUMBER

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/158) X2, Johannesburg (Ref: DCS/07/159), Boksburg Med A (Ref: DCS/07/160), Baviaanspoort (Ref: DCS/07/161), Zonderwater (Ref: DCS/07/162)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dispensation.

Competencies and Attributes: Relationship building, innovation and creativity, People management, Time management, Openness and transparency, Integrity and honesty, Coaching and mentoring, Confidentiality, Interpersonal relations, networking and tact.

Responsibilities: Perform plumbing duties including service and repair cold and warm water supply. Training of prisoners as well as apprentices. Order, test and evaluate buildings. Execute work as per requisition/orders received from clients. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Handle quotations and general administrative work. Execute water pressure, air flow and smoke tests. Execute basic workshop administration. Perform plumbing maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: WELDER

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/163), Boksburg (Ref: DCS/07/164) X2, Leeuwkop (Ref: DCS/07/165)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dis-pensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time manage-ment, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal rela-tions, networking and tact.

Responsibilities: Perform welding duties. Train offenders in the applicable trade. Welding nonferrous metal, different types of steel, cast iron and other materials. Arc, CO2, argon arc and gas welding, brazing and heat treatment of materials. The ability to read draw-ings and welding symbols will therefore serve as a recommendation. Execute basic workshop administration. Perform welding maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: CARPENTER

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/166), Modderbee (Ref: DCS/07/167)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dis-pensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time manage-ment, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal rela-tions, networking and tact. Perform maintenance services.

Responsibilities: Perform carpentry duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from cli-ents. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop admin-istration. Perform maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A WOOD FINISHER

Gauteng Region: Boksburg (Ref: DCS/07/168)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dispensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time management, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal relations, networking and tact. Perform maintenance services.

Responsibilities: Perform wood finishing duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from clients. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A BOILERMAKER

Gauteng Region: Boksburg (Ref: DCS/07/169), Modderbee (Ref: DCS/07/170) , Zonderwater Med B (Ref: DCS/07/171)

Salary: R193 512 per annum

Requirements: An appropriate/ (Accredited Artisan Trade Certificate/Diploma) trade diploma/certificate underwritten by the Manpower Training Act (Red Seal). Experience in boiler maker will add advantage. Recognition will be given for relevant experience after completion of the trade diploma/certificate. Valid driver's licence. These requirements are in accordance the relevant Occupational Specific Dispensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time management, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal relations, networking and tact. Perform maintenance services.

Responsibilities: Perform boiler making duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from clients. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A PAINTER

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/172) X2, Modderbee (Ref: DCS/07/173)

Zonderwater (Ref: DCS/07/174)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dis-pensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time manage-ment, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal rela-tions, networking and tact.

Responsibilities: Perform painting duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from cli-ents. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop admin-istration. Perform painting maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A: MOTOR MECHANIC

Gauteng Region: Kgoši Mampuru II Central (Ref: DCS/07/175)

Salary: R193 512 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dis-pensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time manage-ment, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal rela-tions, networking and tact. Perform maintenance services.

Responsibilities: Perform motor mechanic duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from cli-ents. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform maintenance services. Management of resources.

ARTISAN PRODUCTION GRADE A FURNITURE POLISHER

Gauteng Region: Zonderwater Med B (Ref: DCS/07/176)

Salary: R193 512 826 per annum

Requirements: An appropriate trade test certificate underwritten by the Manpower Training Act (Appropriate Trade Test Certificate) (Red Seal) Valid driver's licence. Computer literate. These requirements are in accordance the relevant Occupational Specific Dispensation.

Competencies and attributes: Relationship building, innovation and creativity, people management time management, openness and transparency, integrity and honesty, coaching and mentoring, confidentiality, interpersonal relations, networking and tact. Perform maintenance services.

Responsibilities: Perform furniture polishing duties. Train offenders in the applicable trade. Execute work as per requisition/orders received from clients. Apply quality control to manufactured products. Costing of product and supply quotes. Execute basic workshop administration. Perform maintenance services. Management of resources.

GAUTENG REGION