



# correctional services

Department:  
Correctional Services  
REPUBLIC OF SOUTH AFRICA

## INTERNSHIP PROGRAMME

The Department of Correctional Services (DCS) is inviting applications for opportunities that currently exist within the Department.

**Requirements:** Unemployed youth graduates between the ages of 18 and 35 years with a [3] year degree or national diploma (360 credits) in any field specified below.

**Kindly note:** Interns will be placed nationally within the Department of Correctional Services (Head Office, Regional Offices, and Management Areas).

Applicants are advised to apply to work stations closest to their place of residence to reduce their own accommodation and travelling costs.

Interns will receive a monthly stipend of **R6000.00** for a period of **24 months**.

The DCS is an equal opportunity, affirmative action employer. Qualifying candidates with disabilities are encouraged to apply.

Application forms can be obtained from the Department of Correctional Services website: [www.dcs.gov.za](http://www.dcs.gov.za)

Please attach certified copies of your qualifications, a certified copy of your bar-coded South African identity document and curriculum vitae.

**Applications must be forwarded to the regions of your choice. Please see the addresses of the various regions below. The contact person/s for each region and their details are indicated below.**

The closing date is **26 August 2022**.

FIELD OF INTERNSHIP	QUALIFICATION
Human Resource Management	National Diploma/Degree Human Resource Management
Human Resource Development	National Diploma/Degree in Occupationally Directed Education Training and Development Practitioner/ Human Resource Development
Agriculture	National Diploma/Degree in Animal or Plant Production
Artisans	National Diploma in Spray Painting / Plumbing / Electrical/ Brick Laying/Welding/ Motor Mechanic/ Upholstery/ Cabinet Making/ Fitting
Information Technology	National Diploma/Degree in Information Technology
Supply Chain Management	National Diploma/Degree in Supply Chain Management /Purchasing Management /Logistics/ Acquisition Management
Internal Audit: Accounting, Financial Management	National Diploma/ Degree in Internal Audit/Accounting/Financial Management
Communication	National Diploma/Degree in Public Relations /Graphic Design /Marketing/Events Management/ Journalism
Correctional Services Management/Penology	National Diploma in Correctional Services Management / Science
Public Administration and Management Assistant	National Diploma / Degree in Public Administration / Office Management/ Management Assistant/Administration Support
Occupational Health and Safety	National Diploma / Degree in Safety Management / Environment
Project Management	National Diploma/ Degree in Project Management

GAUTENG REGION	LIMPOPO/MPUMALANGA/NORTH WEST REGION	WESTERN CAPE REGION
<p><b>Postal address:</b> Regional Commissioner: Gauteng Human Resource Development Private Bag X393 Pretoria 0001</p> <p><b>Physical address:</b> Broll Building 1077, Corner Festival &amp; Arcadia Street Hatfield</p> <p><b>Contact Person:</b> Ms S Mkuzangwe: Tel: (012) 420 0146/76</p>	<p><b>Postal address:</b> Regional Commissioner Limpopo, Mpumalanga and North West Human Resource Development Private Bag X142 Pretoria 0001</p> <p><b>Physical address:</b> Johannes Ramokhoase and Paul Kruger Street 198 Masada Building 9<sup>th</sup> Floor Pretoria 0001</p> <p><b>Contact Person:</b> Mr E Nhlengethwa: Tel: (012) 306 2112</p>	<p><b>Postal address:</b> Regional Commissioner: Western Cape, Human Resource Development Private Bag X1 Edgemead 7407</p> <p><b>Physical address:</b> Breede River Street Monte Vista</p> <p><b>Contact Person:</b> Ms B De Kapoza: Tel: (021) 550 6078</p>
EASTERN CAPE REGION	KWAZULU NATAL REGION	FREE STATE/NORTHERN REGION
<p><b>Postal address:</b> Regional Commissioner: Eastern Cape Human Resource Development Private Bag X9013 East London 5200</p> <p><b>Physical address:</b> Block E Ocean Terrace Moore Street Quigney East London 5200</p> <p><b>Contact Person:</b> Mr R Modimowagae: Tel: (043) 706 7840</p>	<p><b>Postal address:</b> Regional Commissioner: Kwazulu Natal Human Resource Development Private Bag X9126 Pietermaritzburg 3200</p> <p><b>Physical address:</b> 1 Eugene Marais Road Napierville Pietermaritzburg 3200</p> <p><b>Contact Person:</b> Ms Moodley: Tel (033) 355 7300/7360</p>	<p><b>Postal address:</b> Regional Commissioner: Free State and Northern Cape Human Resource Development Private Bag X20530 Bloemfontein 9300</p> <p><b>Physical address:</b> 103 Zastron Street Agrimed Building Bloemfontein 9300</p> <p><b>Contact Person:</b> Mr C Arumagama: Tel: (051) 404 0200/88</p>
NATIONAL HEAD OFFICE		
<p><b>Postal address:</b> Department of Correctional Services Human Resource Development Private Bag X136 Pretoria 0001</p> <p><b>Physical address:</b> 124 WF Nkomo Street, Poyntons Building (<b>East Block</b>) Cnr WF Nkomo and Sophie De Bruyn Street (Previous: Cnr Church and Schubart Street) Pretoria 0001</p> <p><b>Contact Person:</b> Ms Boroko VM / Ms Mamosadi NM: Tel: (012) 305 8188 / (012) 307 2380</p>		

**Please note the following:**

- Application forms will under no circumstances be posted or faxed to the applicant.
- Complete application forms must be posted or hand delivered (not registered mail please) to the above-mentioned offices no later than **26 August 2022 at 15:45**

- Incomplete, faxed and e-mailed application forms will not be considered.
- Correspondence will only be limited to shortlisted and successful candidates. If you have not been contacted within three months of the closing date, please accept that your application was unsuccessful.