

**LOCATION:** Policing Research: Research (Pretoria)

**REFERENCES:** 16/10/2905 (1 post)

**Generic Requirements:**

- The post requires advanced skills in: strategic capability and leadership, programme and project management, financial management, change management, service delivery innovation, problem solving and analysis, people management and empowerment, client orientation and customer focus. Have knowledge of systems, processes, procedures, policies and legislations relevant to the field of the post, such as the Minimum Information Security Standards (MISS), Public Service Act, South African Police Service Act, as well as Public Finance Management Act, Treasury Regulations, Public Service Regulations, Risk Management Framework in the Public Sector and other relevant legislations. The candidate must also be computer literate (Microsoft Word/Power Point/Excel).

**Appointment Requirements:**

Applicants must

- Have the doctoral degree within the field of Social Science/Science and Technology;
- Have a proven competence to conduct independent research as well as practical and traceable research experience in quantitative and qualitative methodologies and research techniques;
- Have numeracy and confidence in using and understanding statistical techniques programs;
- Have strong analytical skills as well as accuracy and attention to detail;
- Have advanced report writing and project management skills;
- Have a flexible approach to be able to work on several different projects at the same time;
- Have a minimum of three years' appropriate managerial experience within the specific field of responsibility or relevant fields;
- Be fluent in at least two of the official languages, of which one must be English;
- Have a valid motor vehicle drivers licence; and
- Be subjected to security clearance of Top Secret.

**Core Functions:**

- Ensure the rendering of an effective and efficient operational and tactical research in the field of policing research by ensuring that: - policing related research priority areas as per SAPS Research Agenda are conducted before new products, services and processes designed and developed by the SAPS in the field of policing research are researched and validated, - existing services and products rendered by SAPS in the field of policing research are evaluated to ensure that they are still relevant and functional, -new trends within the field of policing are researched and analysed, - research and analysis is conducted on policing systems, models and strategies in the SAPS, -research is conducted to improve service delivery, enhance innovation and modernisation and infuse professionalism in policing,
- Monitor the implementation and application of the research recommendations in the field of policing research,
- Assess the impact of implemented research recommendations in the field of policing research,
- Maintain communication with research fraternities and different experts in the field of law enforcement,
- Manage and utilise all resources allocated to the immediate post environment in accordance with relevant directives and legislation.

- ✓ Application forms will be available from SAPS Head Office, Wachthuis Building, Thibault Arcade, 225 Pretorius Street, PRETORIA, 2<sup>nd</sup> floor, room T208. Application forms will also be available at the Provincial Offices, Human Resource Management. The application form

that must be used is circulated together with the advertisement and it may be requested via e-mail at [SibiyaP2@saps.gov.za](mailto:SibiyaP2@saps.gov.za); [MolomoL@saps.gov.za](mailto:MolomoL@saps.gov.za), [SibiyaP@saps.gov.za](mailto:SibiyaP@saps.gov.za) [SeniorAppointmentsHQ5@saps.gov.za](mailto:SeniorAppointmentsHQ5@saps.gov.za).

- ✓ Application forms may be delivered by hand to the SAPS Head Office, Subsection: Senior Management Appointments: Wachthuis Building, Thibault Arcade, 225 Pretorius Street, PRETORIA, 2<sup>nd</sup> floor, room T208 (between 07:30 and 16:00), or may be posted to (please note that **in the event that an application is posted, it must be reached at the indicated office before or on the closing date specified in the advertisement i.e. 17 October 2016.**

**The South African Police Service**  
**Subsection: Senior Management Appointments**  
**Private Bag X 986**  
**RETORIA: 0001**

- ✓ The onus is on the candidate to obtain a reference number as proof of registration of the application. It is furthermore the responsibility of the applicant to ensure that the application has been received at the Subsection: Senior Management Appointments, Head Office **on or before the closing date of the advertisement. Late applications will not be accepted or considered**
- ✓ Enquiries can be directed to ANY of the personnel at Senior Management Appointments: Head Office including Colonel Hudson, Lt Colonel Horst, Captain Sibiya, Captain Van Rensburg at telephone number: 012-393-4463/1078/4320/1963/1484.

- ✓ **PLEASE TAKE NOTE OF THE FOLLOWING:**
  - **The closing date for applications is: 17 October 2016.**
  - Only the official application form as mentioned in paragraph 5 supra will be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. Each page, of the application form, must be signed by the applicant.
  - The post particulars and number of the post must be correctly specified on the application form.
  - A separate original application form and CV must be submitted for each post you apply for. Copies will not be accepted.
  - The CV must contain full particulars of:
    - all boards on which an applicant serves;
    - current employment and other business interests;
    - career promotions, appointments, career developments, career history,
    - current studies and qualifications;
  - an applicant must also attach to every application certified copies of the following:
    - ID document;
    - Valid motor vehicle driver's licence;
    - all educational qualifications obtained;
    - academic records/statement of results; and
    - service certificates of previous employers stating the post occupied.
  - Successful candidates for appointment, will be vetted in terms of Chapter 7, Part 2 of the Children's Act, 2005 (Act No 38 of 2005) or the National Sex Offenders Register [section 42 of the Criminal Law (Sexual Offences and Related Matters)

Amendment Act, 2007 (Act No 32 of 2007)]. A candidate, whose particulars appear in either the National Register for Sex Offenders or Part B of the Child Protection Register, will be disqualified from appointment to that post.

- Appointments will be made in terms of the SAPS Act, 1995 (Act No 68 of 1995).
- Correspondence will be conducted with successful candidates only.
- Shortlisted candidates will have to submit a set of fingerprints to the secretary of the selection committee.
- All shortlisted candidates will be subjected to an assessment centre process, in compliance with DPSA directives, which will be used to test the relevant technical elements of the job and the generic managerial competencies, the logistics of which will be communicated by the department.
- The successful candidate will have to conclude a contract of employment, enter into a performance agreement and disclose all financial interests in terms of the South African Police Service Employment Regulations, 2008, as amended.
- An appointee will need to complete a QVA2 form, to which all academic qualifications must be attached, for verification.

- ✓ The South African Police Service is under no obligation to fill a post after the advertisement thereof.
- ✓ Although the posts are advertised, the National Commissioner may withdraw a post from the advertisement, re-advertise the post or fill the post by transferring a person at the same level where this is deemed to be in the interest of service delivery.
- ✓ In accordance with SO (F) 41 (5) (k) & (l), expenses with regard to travel and accommodation of candidates may be paid by the South African Police Service.
- ✓ The appointment of the successful applicant will come into effect on the first day of the month following the date on which the National Commissioner approved the appointment (Employees of the SAPS) or the date of assumption of duty (persons appointed who are not already SAPS employees)."
- ✓ The contents of this circular must be brought to the attention of all personnel.

**We welcome applications from persons with disAbilities**



