



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

**Generic requirements:**

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

**NB: STIPEND FOR EACH CATEGORY WILL BE DETERMINED BY THE DIVISIONAL COMMISSIONER: HUMAN RESOURCE DEVELOPMENT: SOUTH AFRICAN POLICE SERVICE.**

**Intern categories with minimum requirements:**

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

**Student Intern:** Practical experience required by the Tertiary Institution in order for Learners to finalise their qualification (**letter from the Institution not older than two (2) years must be attached**).

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

**The following posts are advertised for the consideration of the graduate scheme programme into the South African Police Service.**

<b>Post:</b>	<b>Crime Analysis Graduate Intern (15 Posts)</b>	<b>Ref No:</b>
<b>Section:</b>	<b>Operational Crime Analysis</b>	<b>LIM INT 01/2024</b>
<b>Location:</b>	<b>Thohoyandou</b>	<b>LIM INT 02/2024</b>
	<b>Mankweng</b>	<b>LIM INT 03/2024</b>
	<b>Polokwane</b>	<b>LIM INT 04/2024</b>
	<b>Seshego</b>	<b>LIM-INT 05/2024</b>
	<b>Mahwelereng</b>	<b>LIM INT 06/2024</b>
	<b>Lebowakgomo</b>	<b>LIM INT 07/2024</b>
	<b>Tzaneen</b>	<b>LIM INT 08/2024</b>
	<b>Giyani</b>	<b>LIM INT 09/2024</b>
	<b>Westernburg</b>	<b>LIM INT 10/2024</b>
	<b>Maake</b>	<b>LIM INT 11/2024</b>
	<b>Namakgale</b>	<b>LIM INT 12/2024</b>
	<b>Bolobedu</b>	<b>LIM INT 13/2024</b>
	<b>Burgersfort</b>	<b>LIM INT 14/2024</b>
	<b>Hlogotlou</b>	<b>LIM INT 15/2024</b>
	<b>Tubatse</b>	

**Additional Requirements:**

\*Be in possession of an applicable three (3) years Diploma/Degree in Information Science / Management Services / Information Resource Management / Business and Information Management / Strategic Management / Policing, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level.

**Core Functions:**

\*Assist with analysing and monitoring the station performance; Assist in managing and providing station management Information function; \*Assist in securing and facilitating Information resources and information communication technologies; \*Assist in ensuring data integrity audits

**Post: Administrative Graduate Intern (5) Posts)**

**Section: Provincial CIMAC Offices**

**Location: Dennyilton**

**Jane Furse**

**Naboomspruit**

**Tshilwavhusiku**

**Waterval**

**Ref No:**

**LIM INT 16/2024**

**LIM INT 17/2024**

**LIM INT 18/2024**

**LIM INT 19/2024**

**LIM INT 20/2024**

**Additional Requirements:**

\* Be in possession of an applicable three (3) years Diploma/Degree in Criminology/ Policing/ Social Science/ Sociology recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. Data Analysis course/module will be an advantage.

**Core Functions:**

\* Assist in studying crimes around the stations' precinct. \*Assist in studying the causes and impact of crime around the Station precinct. \*Assist in analysing the data to determine why the crime was committed and find ways to predict detect and prevent further criminal behaviour.

**Post: Legal Administrative Intern (4 Posts)**

**Section: Legal Service**

**Location: Provincial Commissioner: Limpopo**

**Ref No:**

**LIM INT 21/2024**

**Additional Requirements:**

\* Be in possession of a Four-year Bachelor of Laws / LLB recorded on the National Learner Record Database (NLRD) or at least an NQF 8 or higher level. Computer literacy will be an added advantage

**Core Functions:**

\*Assist with \*Administration duties concerning the effective handling of labour litigation matters. \*Administration duties concerning ejection, general discipline matters/files referred for legal opinion. \*Render administration duties to the Provincial Head of Legal Services.

**Post: Librarian Assistant Intern (1 Post)**

**Section: Provincial HRD**

**Location: Provincial Commissioner: Limpopo**

**Ref No:**

**LIM INT 22/2024**

**Additional Requirements:**

\*Be in possession of three (3) years of National Diploma/ Degree in Library and Information Science recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level.

**Core Functions:**

\*Assist with: \*managing the day-to-day functioning of the library; \*Promote use of information through user education; Furnish reference, bibliographical and reader's advisory services; \*Perform in-depth strategic research and synthesize, edit and filter information; Communicate positively, professionally and effectively with patrons, \*Updating of loose-leaf publications; \*Good understanding of Dewey Decimal Classification System.

**Post:** Social Work Intern (2 posts)  
**Section:** Employee Health & Wellness  
**Location:** Provincial EHW  
Modimolle EHW

**Ref No:**  
LIM INT 23/2024  
LIM INT 24/2024

**Additional Requirements:**

\*Be in possession of a BA Social Work Degree and valid registration with the South African Council of Social Service Professions (SACSSP) and paid up fees for the 2023/2024 financial year. Must be prepared to work in a multi-disciplinary team and be able to market Social Work Services. Must be medically, physically and mentally fit. Computer literacy, which includes MS Word, MS Powerpoint and MS Office Outlook, will be an added advantage to the applicant.

**Core Functions:**

\*Assist with Rendering the advanced and complex Police Social Work Services work-focus assessments; \*Render comprehensive occupational social work to the client system through Social Work Service 'capacity building programmes (promoted-, work-person- and workplace interventions); \*Render comprehensive occupational social work services to the client system through application of Social Work Community Model. \*Implement the multi-disciplinary approach interventions within the Employee Health and Wellness environment. \*Execute standard social work administrative practices.

**Post:** Psychologist Intern (1 post)  
**Section:** Employee Health & Wellness  
**Location:** Provincial Commissioner: Limpopo

**Ref No:**  
LIM INT 25/2024

**Additional Requirements:**

\*Be in possession of an Honours degree/B Psych degree in Psychology (in one of the acknowledged categories); Registered with the Health Professions Council of South Africa as a Psychometrics or Registered counsellor and submit proof of valid registrations for financial year 2023/2024.

**Core Functions:**

\*Assist with Facilitating organisational diagnosis services; \*Present Mental health and other EHW programmes. Provide integrated EHW services; \*Organise/facilitate Psychological Services and other integrated EHW projects and events. \*Render counselling and debriefing services. \*Render support and care services to SAPS members and their families.

**Post:** Band Musician Intern (5 Posts)  
**Section:** Provincial Office: Corporate Communication  
**Location:** Provincial Commissioner: Limpopo

**Ref No:**  
LIM INT 26/2024

**Additional Requirements:**

\*Be in possession of a relevant grade practical certificate or higher in music from an accredited institution IDMAC/ISMF principal Musician or higher qualification.\*be willing to undergo a practical evaluation before the appointment. **Note:** \*These posts are for a Dance Band: 1 Drum Kit; 1 Bass Guitar; 1 Rhythm Guitar; 1 Lead Guitar; 1 Keyboard/Piano; 1 Female Vocal; and 1 Solo Instrument (Trumpet, Saxophone or Trombone).

**Core functions:**

\* Assist with Playing of a primary and /or secondary instrument as circumstances dictate in line with the SAPS mission.\*Participate in practising and rehearsing individually in sections with the group or with Band.\*Perform with the Band or any group within the Band \*Maintain and enhance relations between the SAPS and other Government Department at all levels, both nationally and internationally, as well as the private sector.\*Market the image of the SAPS internally and externally through the medium of music. \*Effective and efficient administration of all resources allocated to the specific post environment under applicable legislation.

**Post: Media/Journalism Intern (1 Posts)**  
**Section: Provincial Office: Corporate Communication**  
**Location: Provincial Commissioner: Limpopo**

**Ref No:**  
**LIM INT 27/2024**

**Additional Requirements:**

\*Be in possession of a three (3) year National Diploma / Degree in Journalism/Media Studies, recorded on the National Learner Record Database (NLRD) on at least a NQF 6 or higher level.

**Core functions:**

\*Monitoring of notice boards \*Attending organisational events for internal communication coverage \* Developing messages for SAPS projects \*Performing and assisting in administrative duties \*Social media monitoring \*Assisting in developing communication plan \*Assisting with the implementation of internal communication strategies \*Using a camera to take photos for the developed internal communication messages.

**Post: Administration Graduate Intern (6 Posts)**  
**Section: Supply Chain Management**  
**Location: Provincial: SCM (3 posts)**  
**Groblersdal**  
**Seshego**  
**Botlokwa**

**Ref No:**  
**LIM INT 28/2024**  
**LIM INT 29/2024**  
**LIM INT 30/2024**  
**LIM INT 31/2024**

**Additional Requirements:**

\*Be in possession of a three (3) year National Diploma / Degree in Supply Chain Management / Logistics / Transport Management, recorded on the National Learner Record Database (NLRD) on at least an NQF 6 or higher level. Computer Literacy will be an added advantage.

**Core Functions:**

\*Assist with: Monitoring, planning and executing both capital and repairs and renovation projects. \*Inspecting to assess the conditions of building components such as mechanical components including building structural integrity and civil works. \*Ensuring that the supplier database is maintained and suppliers are rotated. \*Ensuring the National Transversal term contracts, Specific Period Contract and ad-hoc Contracts are maintained. \*Maintaining and preparing the invitation of price quotations for quotations applications are received. \*Ensuring that suppliers are paid on time maintaining procurement of fleet management.

**Post: Administrative Student Interns (3 Posts)**  
**Section: Financial Management Services**  
**Location: Polokwane**  
**Lephalale**  
**Groblersdal**

**Ref No:**  
**LIM INT 32/2024**  
**LIM INT 33/2024**  
**LIM INT 34/2024**

**Additional Requirements:**

\*Be in possession of an applicable N6 certificate in Financial Management / Business Management / Public Administration. Need practical experience to finalize qualification. Must have a letter from the Institution of Higher Learning/TVET for experiential learning. Computer Literacy will be an added advantage

**Core Functions:**

\*Assist with Administrative functions concerning budget management; Salaries and maintenance, claims and expenditure management; Co-ordinating the station budget; maintaining the budget and coordinating the expenditure of sections and units; Verifying payroll printout, monitoring the utilization of funds; Compliance with the prescripts of National Treasury.

**Post: Administrative Graduate Interns (3 Posts)**

**Section: Financial Management Services**

**Location: Makhado  
Mahwelereng  
Tubatse**

**Ref No:**

**LIM INT 35/2024**

**LIM INT 36/2024**

**LIM INT 37/2024**

**Additional Requirements:**

\*Be in possession of three (3) year's Degree/Diploma in Financial Management/ Financial Accounting (NQF 6). Financial Management / Business Management / Public Administration. Computer Literacy will be an added advantage.

**Core Functions:**

\*Assist with Administrative functions in relation to budget management; Salaries and maintenance, claims and expenditure management; \*Co-ordinating the station budget; Maintaining the budget and coordinate the expenditure of sections and units; \*Verifying payroll printout, monitoring the utilization of funds; \*Compliance with the prescripts of National Treasury.

**Post: Administrative Student Interns (3 Posts)**

**Section: Support Service- Human Resource Management**

**Location: Masisi  
Modimolle  
Hoopdal**

**Ref No:**

**LIM INT 38/2024**

**LIM INT 39/2024**

**LIM INT 40/2024**

**Additional Requirements:**

\*Be in possession of N6 Certificate Human Resource Management/ Public Administration/ Labour Relations. Need practical experience to finalize qualification. Must have a letter from the Institution of Higher Learning/ TVET for experiential learning. Computer Literacy will be an added advantage

**Core Functions:**

\*Assist with administration of human resource functions which include general personnel duties as well as specific personnel duties.\*Capture PEP information for compliance by employees and finalize leave applications development and training needs of employees personnel files.\*Typing letters, reports and minutes.

**Post: Administrative Graduate Interns (4 Posts)**

**Section: Support Service- Human Resource Management**

**Location: Provincial-HRU  
Provincial-HRDC  
Botlokwa  
Groblersdal**

**Ref No:**

**LIM INT 41/2024**

**LIM INT 42/2024**

**LIM INT 43/2024**

**LIM INT 44/2024**

### **Additional Requirements:**

\* Be in possession of three (3) year Diploma/Degree in Human Resource Management/ Public Administration/ Labour Relations/ Human Resource Development (NQF 6). Computer Literacy will be an added advantage.

### **Core Functions:**

\*Assist with: the administration of human resource functions which include general personnel duties as well as specific personnel duties.\*Capture PEP information for compliance.\*Process and finalise leave applications.\*Maintain statistic data and submit HR reports.\*Manage the development and training needs of employees.\*Maintain personnel files.\*Typing letters, reports and minutes.

<b>Post:</b>	<b>Motor Mechanic Intern (Petrol/Diesel Mechanic) (7 Posts)</b>	
<b>Section:</b>	<b>Mechanical Services:</b>	
<b>Location:</b>	<b>Polokwane Garage</b>	<b>LIM INT 45/2024</b>
	<b>Lebowakgomo Garage</b>	<b>LIM INT 46/2024</b>
	<b>Tzaneen Garage</b>	<b>LIM INT 47/2024</b>
	<b>Makhado Garage</b>	<b>LIM INT 48/2024</b>
	<b>Thohoyandou Garage</b>	<b>LIM INT 49/2024</b>
	<b>Musina Garage</b>	<b>LIM INT 50/2024</b>
	<b>Modimolle Garage</b>	<b>LIM INT 51/2024</b>

### **Additional Requirements**

\*Be in possession of N2 in Motor Mechanic/Mechanical Engineering or N3 in Motor Mechanic/Mechanical Engineering/ NCV level 4 in Motor Mechanic/ Diesel Mechanic/ Petrol Mechanic.

### **Core Functions:**

\*Assist with Performing quality and cost-effective repairs and maintenance of SAPS vehicles.  
\* Ensure a clean and safe working environment. \*Diagnose, strip, and determine the parts required for services and repairs.\*Complete the parts request list for the parts required per vehicle. \*Complete the job card with regards to work done and actual time taken. \*Ensure safe keeping of tools and equipment. \*Comply with the Occupational Health & Safety Act (Act 83 of 1995).

### **GENERAL:**

- Only the official Application Form for the Graduate Recruitment Scheme (**available on the SAPS website**) will be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application.
- **The post particulars and reference number of the post must be correctly specified on the Application Form.**
- An updated Curriculum Vitae must be submitted together with the application form.
- **Uncertified copies of an applicant's ID document, National Senior Certificate, and all post-school educational qualifications with a statement of results obtained must also be submitted and attached to every application.** No faxed or e-mailed applications will be considered.
- Applications must be posted/hand delivered timeously. Late applications will not be accepted or considered. The closing date for all applications is **2024-05-17**.
- All short-listed candidates will be subjected to fingerprint screening.
- All short-listed candidates will undergo a personal interview. Short-listed applicants may be subjected to vetting.

- Correspondence will be conducted with successful candidates only. If you have not been contacted within 2 months after the closing date of this advertisement, please accept that your application was unsuccessful.
- The South African Police Service is under no obligation to fill a post after advertisement thereof.
- Recommended candidates will be expected to sign a 12-month Internship Contract.
- Graduate Recruitment Scheme in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

**\*Applications can be posted or hand delivered to:**

PROVINCE	NAME	CONTACT	HAND DELIVERY ADDRESS
LIMPOPO	Col Moloto NM	015 293 7031	81 Biccard Street Polokwane Office 16
LIMPOPO	Lt Col Manamela MM	015 293 7001	81 Biccard Street Polokwane Office 16
LIMPOPO	Constable Nkuna MF	015293 7011/12	81 Biccard Street Polokwane Office 16
LIMPOPO	A/C Sibeyi MP	015 293 7010	81 Biccard Street Polokwane Office 16

**APPLICATIONS POSTED:**

The Provincial Commissioner: Human Resource Development (**Attention Col NM Moloto**)  
 SA Police Service  
 Private Bag x9428  
**POLOKWANE**  
 0700

**We welcome applications from persons with disAbilities**

