

**SOUTH AFRICAN POLICE SERVICE**

**CLOSING DATE** : 16 May 2025-at 16:00

**NOTE** : Applications must be submitted on a Z83 Form (2021 version), obtainable from <http://www.dpsa.gov.za/dpsa2g/vacancies.asp> and should be accompanied by a recently updated comprehensive Curriculum Vitae. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the z83. application form. Short-listed applicants will be required to produce original certified copies of an applicant's ID, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver's license, before the interview. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 (ACT NO 103 OF 1994) as applicable to the post environment. Applications must be mailed / submitted timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it will be expected of him / her to undergo a personal interview as well as a practical assessment. Short-listed candidates for appointments to certain identified posts will be vetted in terms of the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007 (Act No 32 of 2007) and the Children's Act, 2005 (Act No 38 of 2005). 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 the process. Candidates are expected to disclose if he / she is a respondent in an interim or final protection order in terms of the Domestic Violence Act, 1998 (Act no 116 of 1998) or Protection from Harassment Act, 2011 (Act No 17 of 2011), and may be disqualified from process. The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointments in the South African Police Service as from 31 January 2015 provide a buccal (inside cheek) sample to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database. All short-listed candidates will be subjected to fingerprint screening and reference checking. Persons who retired from the Public Service by taking a severance package, early retirement or for medical reasons are excluded. Correspondence will be conducted with successful candidates only. If you have not been contacted within 3 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 the advertisement thereof. The South African Police Service is an equal opportunity, affirmative action employer and it is the intention to promote representivity in the Public Service through the filling of these posts. Persons whose transfer / appointment will promote representivity will therefore receive preference.

**OTHER POSTS**

**POST 14/100** : **COOK (1/11/2025 HRD) (2 POSTS)**

**SALARY** : R228 321 per annum (Level 5)

**CENTRE** : SAPS Academy, Philippi

**REQUIREMENTS** : Applicants must display competency in the post core functions of the post; Be fluent in at least two of the official languages, of which one must be English; Be a South African Citizen; Must be in possession of a Senior Certificate (Grade 12) or National Certificate (Vocational) accredited SAQA on NQF level 4; Must have no previous criminal / departmental convictions or criminal / departmental cases pending; Applicants will be subjected to a vetting process which will include security screening and fingerprint verification; Certificate in food preparation and/or catering will serve as an advantage; The ability to operate elementary machines and equipment; Willing to work extended hours, when necessary.

**DUTIES** : Administer general mess matters; Administer mess purchases; Control Mess stock; Set up the kitchen for meal preparations with cooking utensils and

equipment; Plan, pre preparation/cook of food as per healthy menu; Ensure well cooked food and appealing plate presentation; Serve meals and provide waiter service; Compliance in terms of hygiene and safety regulations in the kitchen.

**ENQUIRIES APPLICATIONS** : Lieutenant Colonel Sereko Tel No (021) 370 2665/02  
: Direct your application to the following addresses: Postal Address: SAPS Academy Philippi, Private Bag X3, Parrow, CAPE TOWN, 7499 OR Physical Address: SAPS Academy Philippi, New Eisleben Road, PHILIPPI Email address: [Phillipisupport@saps.gov.za](mailto:Phillipisupport@saps.gov.za)  
[Phillipihrm@saps.gov.za](mailto:Phillipihrm@saps.gov.za)

**POST 14/101** : **FOOD SERVICES SUPERVISOR (3/11/2025 HRD) (1 POST)**

**SALARY CENTRE REQUIREMENTS** : R193 359.per annum (Level 4)  
: SAPS Academy, Philippi  
: Applicants must display competency in the post-specific core functions of the post; Be fluent in at least two of the official languages, of which one must be English; Be a South African Citizen; A Grade 10 qualification will serve as an advantage; Basic literacy, numeracy and communication skills; Be able to read and write; Must have no previous criminal / departmental convictions or criminal / departmental cases pending; Applicants will be subjected to a vetting process which will include security screening and fingerprint verification; The ability to operate elementary machines and equipment; Willing to work extended hours, when necessary.

**DUTIES** : Oversee and assist in the preparation and serving refreshments; Render food service support functions; Oversee and assist the preparation of meals and cleaning of equipment; Prepare dining halls; Ensure a clean and hygienic working environment; Perform general administrative function within catering.

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[Phillipihrm@saps.gov.za](mailto:Phillipihrm@saps.gov.za)

**POST 14/102** : **FOOD SERVICE AID (2/11/2025 HRD) (8 POSTS)**

**SALARY CENTRE REQUIREMENTS** : R138 486 per annum (Level 2)  
: SAPS Academy, Philippi  
: Applicants must display competency in the post-specific core functions of the post; Be fluent in at least two of the official languages, of which one must be English; Be a South African Citizen; A Grade 10 qualification will serve as an advantage; Basic literacy, numeracy and communication skills; Must have no previous criminal / departmental convictions or criminal / departmental cases pending; Applicants will be subjected to a vetting process which will include security screening and fingerprint verification; Be able to read and write; The ability to operate elementary machines and equipment; Willing to work extended hours, when necessary.

**DUTIES** : Prepare and serve refreshments; Render food service support functions; Prepare meals and clean equipment; Prepare dining halls; Ensure a clean and hygienic working environment.

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