

NATIONAL PROSECUTING AUTHORITY

The NPA is an equal opportunity employer. People with disabilities will be given preference and are encouraged to apply. In the filling of vacancies, the objectives of Section 195(1)(i) of the Constitution of the Republic of South Africa, 1996, and in particular the Employment Equity Act, 1998 (Act 55 of 1998) and the NPA Employment Equity Strategy 2022-2026, will take highest preference in selection of suitable candidates.

- APPLICATIONS** : All applications must be submitted to the relevant Recruitment Response E mails stated below.
- CLOSING DATE** : 23 April 2025
- NOTE** : Applicants must apply by submitting applications on the most recent Z83 form obtainable from any Public Service Department or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/> and a comprehensive CV ONLY (with detailed experience information). Failure to do so will result in your application being disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA (only when shortlisted). It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (only when shortlisted). Handwritten Z83 must be completed in Block Letters. If the Z83 is not completed as prescribed your application will not be accepted. All applications must reach the NPA on/or before the closing date. No late applications will be accepted/processed. Documents should not be password protected and ZIP files will be blocked. The NPA cannot be held responsible for server delays. All applications must reach the NPA on/or before the closing date. No late applications will be accepted/processed. The applicant's attention is drawn to the fact that the NPA uses an Electronic Response Handling System in terms of e-mailed applications. Please do not contact the NPA directly after you have e-mailed your applications to enquire if your application(s) have been received. If you have not received an acknowledgement of receipt within one week after the closing date, then you can contact the NPA. The NPA reserves the right not to fill any particular position. If you do not hear from us within (6) six months from the closing date of the advert, please accept that your application was unsuccessful. Successful candidates will be subjected to a security clearance of at least confidential. Appointment to this position will be provisional, pending the issue of security clearance. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be accessed as part of the verification process. A valid driver's license will be a requirement where applicable. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments which are, a practical exercise and an integrity (ethical conduct) assessment. SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the NPA. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency-based assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will test generic managerial competencies using the mandated DPSA SMS competency assessment tools. A Pre-entry certificate obtained from the National School of Government (NSG) is required for all SMS applicants for Public Service Act positions in the NPA (SMS pre-entry certificate to be submitted prior to appointment). NPA Act appointments are exempted from the pre-entry certificate requirement. This is a Public Service specific training programme. The name of the course is Certificate for entry into the SMS. The full details can be sourced from the link <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Applicants are advised that from 1 January 2021 a new application form for employment (Z83) is in use. The new application for employment form can be downloaded at www.dpsa.gov.za-vacancies. From 1 January 2021 should an application be received using the incorrect (old) application for employment (Z83), it will not be considered. NB! Applicants Who Are Successful Must Please note that the NPA is not in a position to pay resettlement costs. NB! All employees considered for appointment to the Investigating Directorate Against Corruption will be subject to a lifestyle audit and integrity vetting.

OTHER POSTS

POST 12/88 : **SENIOR PUBLIC PROSECUTOR (COMMUNITY PROSECUTOR) REF NO: RECRUIT 2025/107**
National Prosecution Service

SALARY : R1 132 806 – R1 762 857 per annum (Level LP 9), (Total cost package)
CENTRE : DPP: Bloemfontein
REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight (8) years post qualification litigation experience. Demonstrate required competency in: Acting Independently, Professionally, be Accountable and act with Credibility. Knowledge of legislation and regulations pertaining to the public service specifically: The Constitution; Criminal Procedure Act; Public Service Act, relevant Regulations and other related Legislation. General management skills. Strategic management and stakeholder engagement expertise. People management and empowerment skills. Good communication skills. Customer focus and responsiveness. Problem solving and decision making. Project management. Excellent administrative skills and report writing skills. Service delivery and innovation skills. Negotiation skills. Policy analysis and development of policy. Research, presentation, and facilitation skills. Must be able to travel in the DPP-division and nationally. Positive security clearance. Valid driver's license is essential.

DUTIES : Develop local crime prevention initiatives and strategies in line with the Community Prosecution Initiative (CPI). Contribute to crime prevention and community justice through this initiative. Analyse local crime trends and dynamics of crime and insecurities of communities in respective DPP-divisions. Organize, execute, and participate in community prosecution events and meetings locally, provincially and nationally. Build strategic partnerships for local crime prevention initiatives. Develop effective and efficient working relationships with internal and external stakeholders including current NPA Community Prosecution colleagues. Expand and increase the impact of the current CPI footprint in the division and nationally as a whole. Provide and promote education about the law to targeted groups within this initiative. Promote effective collaboration, interaction and cultivate partnerships with- and between stakeholders. Apply Batho Pele principles, Service Charter- and NPA processes. Participate, contribute, and represent the NPA at interdepartmental, local government, divisional and national structures. To monitor and evaluate statistical data and performance of initiatives implemented in the division where appointed. To develop and implement interventions in the divisions in line with the analysis of the statistical data. To provide feedback and the submission of reports (as determined by the National Coordinator at Head Office), regarding the identification of initiatives, the implementation thereof, progress and management of all related activities and initiatives in respective divisions, to both the DPP and the Office of the National Head Office Coordinator. Furthermore, it will be expected of the incumbent to also perform prosecutorial related duties such as prosecutor-guided investigations, the management of dockets, court and case management and the actual prosecution of related cases when required.

ENQUIRIES : Lemmer Ludwick Tel No: (051) 410 6001
APPLICATIONS : e mail Recruit2025107@npa.gov.za

POST 12/89 : **SENIOR STATE ADVOCATE REF NO: RECRUIT 2025/108**
Sexual Offences and Community Affairs
Re-advert

SALARY : R1 132 806 – R1 762 857 per annum (LP-9), (Total cost package)
CENTRE : Bloemfontein (Free State)
REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight years post qualification experience in civil and/or criminal litigation. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. Admission as an Attorney/Advocate will be an added advantage. Good advocacy and legal drafting skills. Knowledge of criminal procedure. Good interpersonal, analytical, presentation and communication skills. General management and project management skills. Working knowledge of the law and management of gender-based violence related matters, sexual offences matters, domestic

violence matters, child justice matters, maintenance related matters and trafficking in persons matters. Knowledge and application of relevant legislation, regulations and policies relating to the aforementioned. Planning and organising skills. Good administrative skills. Skills in public awareness initiatives and stakeholder management. Experience as a trainer in related fields of the SOCA unit mandate. Good verbal and written communication skills. General computer literacy and knowledge of programs in MS Word, Excel, Outlook and PowerPoint. Valid driver's license.

DUTIES

: Manage the portfolios assigned by the Deputy Director of Public Prosecutions. Manage, train and guide SOCA cluster managers, Prosecutors, TCC staff and stakeholders in respect of all matters relating to the SOCA mandate. Implement strategic initiatives and deliverables in line with the SOCA business unit plan. Operational management of the TCC sites in the respective province to ensure optimal efficacy. Performance management and assessment of allocated staff members. Quality control of statistics and performance management in relation to the SOCA mandate. Compile reports as and when requested or required by the SOCA mandate for submission. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system. Liaison and management of relevant stakeholders. Initiate, coordinate, and participate in public awareness campaigns relevant to the SOCA mandate. Participation in GBV fora in respect of the SOCA mandate both provincially and nationally is required. Initiate, coordinate, and deliver training sessions relevant to the SOCA mandate. Provide prosecutor guided investigations and prosecute cases when requested to do so by the Special Director. Study case dockets and other documents relating to the SOCA mandate, representations and to make and review decisions regarding the institution of criminal proceeding. Prepare cases for court, appear in appeals and reviews as well as prepare court opinions on the instruction of Special Director or Deputy Director of Public Prosecutions. Assist in budget planning and donor funding management. Represent the NPA on SOCA mandate related matters with the media on request of the Special Director or her representative. Perform any other task the Special Director or his/her representative deems necessary. Ensure that a high standard of professional work is being carried out. The candidate must be available to travel extensively, both provincially and nationally, when required.

**ENQUIRIES
APPLICATIONS**

: Adv. Ernst Van Rensburg Tel No: (051) 410 6044
: e mail Recruit2025108@npa.gov.za

POST 12/90

: **STATE ADVOCATE**
Sexual Offences and Community Affairs

**SALARY
CENTRE**

: R884 268 - R1 459 071 per annum (Level LP- 7 to LP-8), (Total cost package)
: TCC: Cradock Ref No: Recruit 2025/109
TCC: Frontier Ref No: Recruit 2025/110
TCC: Seshego Ref No: Recruit 2025/111
TCC: Mokopane Ref No: Recruit 2025/112
TCC: Musina Ref No: Recruit 2025/113
TCC: Nkhensani Ref No: Recruit 2025/114
TCC: Tshildzini Ref No: Recruit 2025/115
TCC: Dikolong Ref No: Recruit 2025/116
TCC: Klerksdorp Ref No: Recruit 2025/117
TCC: Rustenburg Ref No: Recruit 2025/118
TCC: Emalahleni Ref No: Recruit 2025/119
TCC: Ermelo Ref No: Recruit 2025/120
TCC: Jozini Ref No: Recruit 2025/121
TCC: Phekolong Ref No: Recruit 2025/122
TCC: Atlantis Ref No: Recruit 2025/123
TCC: Paarl Ref No: Recruit 2025/124
TCC: Wynberg Ref No: Recruit 2025/125
TCC: Stellenbosch Ref No: Recruit 2025/126
TCC: Springbok Ref No: Recruit 2025/127
TCC: Kuruman Ref No: Recruit 2025/128

REQUIREMENTS

: An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. At least five (5) years' post qualification legal experience in prosecution in Criminal and/or civil litigation in regional court. Demonstrable competency in acting Independently, Professionally, Accountable and with

Credibility. Knowledge and expertise in the litigation of GBVF matters. Positive security clearance inclusive of the National Register for Sex Offenders (NRSO). Extensive knowledge of the law in respect of GBVF including Sexual offences, Domestic Violence, Child Justice, Trafficking in Person and Maintenance. Demonstrate skill in community engagements and consultation on criminal justice matters is critical. Skilled in the usage of Microsoft Power Point, Microsoft TEAMS, Microsoft word, Microsoft excel, Microsoft Outlook is mandatory. Strong Communication and Presentation Skills. High Court litigation experience will be an added advantage. A valid driver's license.

DUTIES

: Provide services in respect of the designated Thuthuzela Care Centre (TCC) which includes Prosecutor Guided Investigations (PGI) in respect of matters reported to a TCC or referred to them. Tracking, monitoring and facilitation of GBVF cases through the Criminal Justice System. Secure the attendance of witnesses, investigating officers and accused in custody at court. Contribute to the reduction in turnaround time in the finalisation of GBVF cases to nine (9) months as per the unit's strategy. Assist to improve stakeholder relationships which includes regular follow-ups and facilitating of meetings with stakeholders. Increase the conviction rate in GBVF cases. Perform other duties and activities as requested by the Provincial Manager or Head of Unit. Assist in the establishment and functioning of Thuthuzela Care Centres. Provide training to relevant role players and stakeholders including prosecutors and police. Institute and conduct criminal proceedings on behalf of the State when required to do so by the SOCA unit and perform any act incidental thereto and carry out the duties and functions assigned to a prosecutor under any act and/or Policy Manual. Study and assess allocated decision case dockets and make prosecutorial decisions. Collation and submission of TCC statistics and any other statistics required by the SOCA unit. Compulsory participation in public awareness campaigns as required by the SOCA unit.

ENQUIRIES

: TCC: Cradock & TCC: Frontier Buyisiwe Nkala Tel No: (046) 602 3031
 TCC: Seshego; TCC: Mokopane; TCC: Musina; TCC: Nkhensani; TCC: Tshildzini & TCC: Dikolong Palamedi Mogale Tel No: (015) 045 0292
 TCC: Klerksdorp & TCC: Rustenburg Joseph Phalane Tel No: (018) 621 4824
 TCC: Emalahleni & TCC: Ermelo Christa du Plessis Tel No: (013) 045 0652
 TCC: Jozini Omashani Naidoo Tel No: (031) 334 5192
 TCC: Phekolong Ernest Van Rensburg Tel No: (051) 410 6044
 TCC: Atlantis & TCC: Paarl Mark Kenny Tel No: (021) 487 7151
 TCC: Wynberg & TCC: Stellenbosch Gary Titus Tel No: (021) 487 4417
 TCC: Springbok & TCC: Kuruman Mooketsi Molaudi Tel No: (053) 807 4546

APPLICATIONS

: TCC: Cradock e mail: Recruit2025109@npa.gov.za
 TCC: Frontier e mail: Recruit2025110@npa.gov.za
 TCC: Seshego e mail: Recruit2025111@npa.gov.za
 TCC: Mokopane e mail: Recruit2025112@npa.gov.za
 TCC: Musina e mail: Recruit2025113@npa.gov.za
 TCC: Nkhensani e mail: Recruit2025114@npa.gov.za
 TCC: Tshildzini e mail: Recruit2025115@npa.gov.za
 TCC: Dikolong e mail: Recruit2025116@npa.gov.za
 TCC: Klerksdorp e mail: Recruit2025117@npa.gov.za
 TCC: Rustenburg e mail: Recruit2025118@npa.gov.za
 TCC: Emalahleni e mail: Recruit2025119@npa.gov.za
 TCC: Ermelo e mail: Recruit2025120@npa.gov.za
 TCC: Jozini e mail: Recruit2025121@npa.gov.za
 TCC: Phekolong e mail: Recruit2025122@npa.gov.za
 TCC: Atlantis e mail: Recruit2025123@npa.gov.za
 TCC: Paarl e mail: Recruit2025124@npa.gov.za
 TCC: Wynberg e mail: Recruit2025125@npa.gov.za
 TCC: Stellenbosch e mail: Recruit2025126@npa.gov.za
 TCC: Springbok e mail: Recruit2025127@npa.gov.za
 TCC: Kuruman e mail: Recruit2025128@npa.gov.za

POST 12/91

: **STATE ADVOCATE REF NO: RECRUIT 2025/129 (X7 POSTS)**
 National Prosecutions Service

SALARY CENTRE REQUIREMENTS

: R884 268 - R1 459 071.per annum (Level LP- 7 to LP-8), (Total cost package)
 : DPP: Johannesburg
 : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. At least five (5) years' post qualification legal experience.

Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Extensive prosecutorial or litigation experience with regard to common law of offences such as fraud, theft, forgery and uttering, commercial crimes and related matters. Good knowledge of civil and/or criminal procedure. Proficiency in prosecution, competency in guiding investigations, drafting charge sheets, indictments and court documents and dealing with representations. Knowledge of and skills in general prosecution. High level of proficiency in prosecuting and presenting/arguing cases in court. Experience in guiding criminal investigations and giving instructions in law and statutory offences. Interpersonal skills. Written and verbal communication skills. Ability to work independently with minimum supervision.

DUTIES : Study and guide the investigations in case dockets. Decide on the institution of and conduct criminal proceedings. Draft charge sheets, indictments and other court documents. Represent the State in all courts. Prepare a case for court, including the acquisition of additional evidence and draft charge sheets and indictments. Present the State's case in court, lead and cross examine witnesses, address the court on, inter alia, conviction and sentence, study appeal and reviews. Attend to representations, prepare opinions and heads of arguments and argue cases in the appropriate court. Appear in court in motion application pertaining to criminal matters and in general conduct prosecution on behalf of the state. Perform all duties related thereto in accordance with the code of conduct policy and directives of the NPA. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system.

ENQUIRIES : Khensane Manganye Tel No: (011) 220 4266
APPLICATIONS : e mail: Recruit2025129@npa.gov.za

POST 12/92 : **STATE ADVOCATE REF NO: RECRUIT 2025/130**
National Prosecutions Service

SALARY : R884 268 - R1 459 071 per annum (Level LP- 7 to LP-8), (Total cost package)
CENTRE : CPP: East Rand

REQUIREMENTS : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. At least five (5) years' post qualification legal experience in prosecution in Criminal and/or civil litigation. In depth and extensive knowledge of the law and management in respect of Sexual offences, Domestic Violence, Child Offenders and Trafficking in Person, Maintenance matters. Demonstrate skill in community engagements and consultation on criminal justice matters is critical. Extensive computer skills will be an advantage. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Positive security clearance. Valid driver's license.

DUTIES : Assist in prosecuting complex sexual offences in the Sexual Offences Court. Tracking, monitoring and facilitation of cases through the Criminal Justice System. Assist in managing the court rolls at specialist hybrid court for Thuthuzela Care Centre reported cases and other sexual offences. Secure the attendance of witnesses, investigating officers and accused in custody at court. Ensure a reduction of turnaround time in the finalisation of cases to nine (9) months as per unit's strategy. Responsible for prosecutor guided investigators of Thuthuzela Care Centre reported cases and other related sexual offences matters. Help improve functional relationships. Constant follow up with the relevant stake holders. Help increase the conviction rate. Perform other duties and activities as requested by Provincial Manager or Head of Unit. Assist in the setting up of Thuthuzela Care Centre and maintain the functioning thereof. Supervise, train and develop relevant role players including prosecutors and police. Institute and conduct criminal proceedings on behalf of the State. Perform any act incidental thereto and carry out the duties and functions assigned to the prosecutor under any act and/or Policy Manual. Study case dockets, make assessments thereof and decide on the institution prosecution. Prepare cases for court, including the acquisition of additional evidence and draft charge sheets, indictments and court documents. Present the State's case in court, lead and cross examine witnesses, address the court on, inter alia, conviction and sentence.

ENQUIRIES : Eveline Mogale Tel No: (011) 220 4227
APPLICATIONS : e-mail Recruit2025130@npa.gov.za

<u>POST 12/93</u>	:	<u>REGIONAL COURT PROSECUTOR</u> National Prosecutions Service
<u>SALARY</u>	:	R597 753 - R1 374 714.per annum (Level LP-5 to LP-6), (Total cost package), (excluding benefits)
<u>CENTRE</u>	:	CPP: Middelburg Ref No: Recruit 2025/131 CPP: Middelburg (Carolina) Ref No: Recruit 2025/132 CPP: Middelburg (Ermelo) Ref No: Recruit 2025/133
<u>REQUIREMENTS</u>	:	An LL.B. For serving prosecutors seeking promotion any appropriate legal qualification. At least four (4) years post qualification legal experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. The incumbent must have the ability to act independently or with minimum supervision. Proficiency in prosecuting. Experience in guiding investigations and giving instructions in law and statutory offences in Regional court. Good interpersonal skills. Good analytical skills. Good presentation skills. Good project management skills. Valid driver's license.
<u>DUTIES</u>	:	Study case dockets. Decide on the institution of and conduct criminal proceedings. Draft charge sheets and other documents and represent the State in all courts. Lead witnesses, cross-examine and address the court on inter alia, conviction and sentence and in general to conduct prosecutions on behalf of the state. Perform general administrative duties of the office. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice system. Perform all duties related thereto in accordance with the Code of Conduct, Policy, and Directives of the National Prosecuting Authority.
<u>ENQUIRIES</u>	:	CPP: Middelburg CPP: Middelburg (Carolina) CPP: Middelburg (Ermelo) Tebogo Mashile Tel No: (013) 045 0686
<u>APPLICATIONS</u>	:	CPP: Middelburg e-mail: Recruit2025131@npa.gov.za CPP: Middelburg (Carolina) e-mail: Recruit2025132@npa.gov.za CPP: Middelburg (Ermelo) e-mail: Recruit2025133@npa.gov.za