

DEPARTMENT OF CORRECTIONAL SERVICES

The Department of Correctional Services reserves the right not to fill any of these advertised posts.

**APPLICATIONS**

: Send your complete application to:

Eastern Cape Region: The Regional Commissioner Eastern Cape, Recruitment Section, P/Bag X9013, East London or hand deliver at: Moore Street, Block E Ocean Terrace Quigney, East London, 5211 or you can email your application to ECHRM@dcs.gov.za. Contact persons: Ms Myataza Z (043) 706 7866/ Ms Mgugudo N (043) 706 7882/ Mr Ndonyela N (043) 706 7883.

Free State And Northern Cape Region: The Regional Commissioner Free State and Northern Cape, Recruitment Section, P/Bag X20530, Bloemfontein, 9300 or hand deliver at: 103 Zastron Street, Agrimed Building, Bloemfontein, 9300 or you can email your application to FSNCHRM@dcs.gov.za. Contact persons: Ms Mokuni NJ (051) 404 0268/ Ms Molutsoane N/ Ms. Moreki-Rathaba MP/ Ms. Ramncwana B (051) 404 0283.

Gauteng Region: The Regional Commissioner Gauteng, Recruitment Section, P/Bag X393, Pretoria, 0001 or hand deliver at: 1077 Forum East Building, Arcadia Street, Hatfield or you can email your application to GPHRM@dcs.gov.za. Contact persons: Mr Masango SS (012) 420 0173/ Ms Feni SAP (012) 420 0173/ (012) 420 0179.

National Head Office: Department of Correctional Services, Post Advertisement Section, Private Bag X136, Pretoria, 0001 OR hand deliver at: 124 WF Nkomo Street, Poyntons Building, Cnr WF Nkomo and Sophie De Bruyn Street, Pretoria, 0001 (Previous: Cnr Church and Schubart Street) OR you can email your application to NationalOfficeHRM@dcs.gov.za. Contact persons: Mr Y Naidoo (012) 307 2079/ Ms TP Ngobeni (012) 305 8589.

Kwa-Zulu Natal Region: The Regional Commissioner: Kwa-Zulu Natal, Recruitment Section, P/Bag X9126, Pietermaritzburg, 3201 or hand deliver at: Correctional Services, Eugene Marais Road, Napierville, Pietermaritzburg, 3201 Or you can email your application to KZNHRM@dcs.gov.za. Contact persons: Ms Mchunu GJ (033) 355 7386/ Ms Mkhize AL (033) 355 7370/ Mr Khumalo SB (033) 033 355 7368.

Limpopo, Mpumalanga And North West Region: The Regional Commissioner Limpopo, Mpumalanga & North West, Recruitment Section, P/Bag X142, Pretoria, 0001 or hand deliver at: Cnr Johannes Ramokhoase (Proes) & Paul Kruger Street, 196 Masada Building, 09th Floor, Pretoria, 0001 or you can email your application to LMNHRM@dcs.gov.za. Contact persons: Mr Ziqubu Z (012) 306 2037/ Ms Nomvela PM (012) 306 2033/ Ms Lekhuleni TD (012) 306 2034.

Western Cape Region: The Regional Commissioner Western Cape, Recruitment Section, P/Bag X14, Goodwood, 7459 or hand deliver at: Peninsula Drive, Monte Vista, 7460 or you can email your application to WCHRM@dcs.gov.za. Contact persons: Ms NA Mdladlamba (021) 550 6014 / Ms A Reddy (021) 559 7929 / Mr S Sikisazane (021) 558 0108 / Ms NC Sotyibi (021) 558 0518. Candidates must comply with the minimum appointment requirements. CV's should be aligned to reflect one's degree of compliance with the advert requirements and responsibilities. It is the sole responsibility of an applicant to ensure that their application reaches DCS before the closing date

CLOSING DATE

: 11 July 2025 at 15h45. Kindly Indicate the Reference Number on the Subject Line for Emailed Applications.

NOTE

: Before you apply, All costs associated with an application will be borne by the applicant. The Department of Correctional Services is an equal opportunity employer. The Department will take into consideration the objectives of Section 195 (1) (i) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) and the Employment Equity Act, 1998 (Act 55 of 1998) in filling of these vacancies. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. In support of this strategy, applicants need to indicate race, gender and disability status on the application form/CV. Applicants who have retired from the Public Service with a specific determination that they cannot be re-appointed or have been declared medically unfit will not be considered. Please take note that correspondence will only be conducted with the shortlisted candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application is unsuccessful. Please do not call the department to enquire about the progress of your application. Applicants must note that further checks will be conducted once they are

shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records verification. Appointment will be provisional, pending the issue of a security clearance. If you cannot get a security clearance, your appointment will be re-considered/possibly terminated. Fingerprints may be taken on the day of the interview. Applications: Applications must be submitted on the Z83 form (Public Service application form) obtainable from any Public Service department and must be completed in full. Only a detailed CV should be attached to your application form. Only shortlisted candidates will be required to submit certified copies not older than 6 months of qualifications and other related documents on or before the day of the interview. Please send a separate and complete application for each post you apply for, stating the correct reference for each position you are interested in. For re-advertised posts, candidates who previously applied need to re-apply.

OTHER POSTS

<u>POST 22/03</u>	:	<u>MANAGER AGRICULTURAL SERVICES</u>
<u>SALARY CENTRE</u>	:	R468 459 per annum
	:	Free State and Northern Cape Region Groenpunt (Medium): (Ref: FSNC 2025/06/02)
	:	Limpopo, Mpumalanga and North West Region: Rooigrond (Medium B): (Ref: LMN 2025/06/02)
	:	Western Cape Region: Brandvlei (Ref: WC 2025/06/01) Drakenstein (Ref: WC 2025/06/02)
<u>REQUIREMENTS</u>	:	Recognised degree in Agriculture/national diploma in Agriculture with 3-5 years' experience on a supervisory level. Valid driver's license. Computer literate. Competencies And Attributes: Sound knowledge of agricultural planning, operations and production processes. Knowledge of agricultural administration, information management, project and programme management. Good financial management, communication, transformation management, change management, stakeholder management, problem solving and analysis skills. Service delivery innovation, decision making, people management and empowerment, team leadership, policy interpretation, facilitation skills, presentation skills, mentoring and coaching. Integrity and honesty, confidentiality and good interpersonal relations. Knowledge of agricultural and other relevant legislations, policies and procedures. Assertiveness, ability to network and diplomacy.
<u>DUTIES</u>	:	Responsibilities: Implementation of self-sufficiency and sustainability regarding agricultural production. Quality assessment of agricultural services. Implementation of agricultural policy, procedure manual and agricultural services standards in the management area. Determine and manage the cost benefit analysis of agricultural services. Adherence to applicable legislations. Manage plant and animal production, agricultural labour, environment, agricultural machinery, equipment and occupational health and safety. Management of finances, human resources, farm, and assets. Maintain and oversee agricultural administration. Management of performance information. Liaise with stakeholders.
<u>ENQUIRIES</u>	:	Free State and Northern Cape Region: Ms Mokuni NJ Tel No: (051) 404 0268/ Ms Molutsoane N/ Ms. Moreki-Rathaba MP/ Ms. Ramncwana B (051) 404 0283. Limpopo, Mpumalanga and North West Region: Mr Ziqubu Z Tel No: (012) 306 2037/ Ms Nomvela PM (012) 306 2033/ Ms Lekhuleni TD (012) 306 2034 Western Cape Region: Ms NA Mdladlamba Tel No: (021) 550 6014 / Ms A Reddy (021) 559 7929 / Mr S Sikisazane (021) 558 0108 / Ms NC Sotyibi (021) 558 0518.
<u>NOTE</u>	:	Appointment under the Public Service Act.
<u>POST 22/04</u>	:	<u>SENIOR AGRICULTURAL TECHNICIAN</u>
<u>SALARY CENTRE</u>	:	R397 116 per annum
	:	Free State and Northern Cape Region: Goedemoed (Medium A): (Piggery) (Ref: FSNC 2025/06/03)
	:	Goedemoed (Medium A): (Dairy Production) (Ref: FSNC 2025/06/04)
	:	Gauteng Region: Baviaanspoort: (Piggery) (Ref: GP 2025/06/01)
	:	Zonderwater: (Broiler) (Ref: GP 2025/06/02)
	:	Limpopo, Mpumalanga and North West Region: Barberton (Medium B): (Dairy Production) (Ref: LMN 2025/06/03)
	:	KwaZulu Natal Region Ncome: (Beef Production) (Ref: KZN 2025/06/01)
	:	Ncome: (Piggery) (Ref: KZN 2025/06/02)

	Waterval Med A: (Piggery) (Ref: KZN 2025/06/03)
	Western Cape Region: Brandvlei (Medium): (Dairy Production) (Ref: WC 2025/06/03)
	Voorberg (Medium A) (Dairy Production): (Ref: WC 2025/06/04)
<u>REQUIREMENTS</u>	: Recognized degree in Agriculture/national diploma in Agriculture with 3-5 years' experience at production level. Valid driver's license. Computer literate. Competencies and attributes: Sound knowledge of animal production processes, agricultural planning, operations and production processes. Knowledge of agricultural administration, information management, project and programme management. Good financial management, communication, transformation management, change management, stakeholder management, problem solving and analysis skills. Service delivery innovation, decision making, people management and empowerment, team leadership, policy interpretation, facilitation skills, presentation skills, mentoring and coaching. Integrity and honesty, confidentiality and good interpersonal relations. Knowledge of agricultural and other relevant legislations, policies and procedures. Assertiveness, ability to network and diplomacy.
<u>DUTIES</u>	: Responsibilities: Maintain agricultural service standards in animal production. Ensure effective agricultural administration for animal production. Adherence with applicable legislations, agricultural policy and policy procedures. Implementation of the self-sufficiency and sustainability framework with regards to animal production. Manage agricultural labour, environment, agricultural machinery, equipment and occupational health and safety. Quality assessment of agricultural services. Management of human resources, finances, and assets. Management of performance information.
<u>ENQUIRIES</u>	: Free State and Northern Cape Region: Ms Mokuni NJ Tel No: (051) 404 0268/ Ms Molutsoane N/ Ms. Moreki-Rathaba MP/ Ms. Ramncwana B Tel No: (051) 404 0283 Gauteng Region: Mr Masango SS Tel No: (012) 420 0173/ Ms Feni SAP (012) 420 0173/ (012) 420 0179 Limpopo, Mpumalanga and North West Region: Mr Ziqubu Z Tel No: (012) 306 2037/ Ms Nomvela PM (012) 306 2033/ Ms Lekhuleni TD (012) 306 2034 KwaZulu Natal Region: Ms Mchunu GJ Tel No: (033) 355 7386/ Ms Mkhize AL (033) 355 7370/ Mr Khumalo SB (033) 033 355 7368 Western Cape Region: Ms NA Mdladlamba Tel No: (021) 550 6014 / Ms A Reddy (021) 559 7929 / Mr S Sikisazane (021) 558 0108 / Ms NC Sotyibi (021) 558 0518.
<u>NOTE</u>	: Appointment under the Public Service Act.
<u>POST 22/05</u>	: <u>SENIOR AGRICULTURAL TECHNICIAN</u>
<u>SALARY CENTRE</u>	: R397 116 per annum : KwaZulu Natal Region: Glencoe: (Plant Production) (Agronomy) (Ref: KZN 2025/06/04) Waterval Med A: (Plant Production) (Vegetables) (Ref: KZN 2025/06/05) Western Cape Region: Southern Cape (George) (Plant Production) (Vegetables) (Ref: WC 2025/06/05) Voorberg (Medium A) (Plant Production) (Vegetables) (Ref: WC 2025/06/06) Limpopo, Mpumalanga and North West Thohoyandou (Medium A) (Plant Production) (Vegetables): (Ref: LMN 2025/06/04) Free State and Northern Cape Grootvlei (Medium B) (Plant Production) (Agronomy) (Ref: FSNC 2025/06/05)
<u>REQUIREMENTS</u>	: Recognized degree in Agriculture/national diploma in Agriculture with 3-5 years' experience at production level. Valid driver's license. Computer literate. Competencies And Attributes: Sound knowledge of plant production processes, agricultural planning, operations and production processes. Knowledge of agricultural administration, information management, project and programme management. Good financial management, communication, transformation management, change management, stakeholder management, problem solving and analysis skills. Service delivery innovation, decision making, people management and empowerment, team leadership, policy interpretation, facilitation skills, presentation skills, mentoring and coaching. In depth understanding of safety and security in a correctional environment and the use of relevant security technology. Integrity and honesty, confidentiality and good interpersonal relations. Knowledge of agricultural and other relevant legislations, policies and procedures. Assertiveness, ability to network and diplomacy.
<u>DUTIES</u>	: Responsibilities: Maintain agricultural service standards in plant production. Ensure effective agricultural administration for plant production. Adherence with applicable legislations, agricultural policy and policy procedures. Implementation of self-sufficiency and sustainability with regards to agriculture production. Manage agricultural labour, environment, agricultural machinery,

		equipment and occupational health and safety. Quality assessment of agricultural services. Management of human resources, finances, and assets. Management of performance information.
<u>ENQUIRIES</u>	:	KwaZulu Natal Region: Ms Mchunu GJ Tel No: (033) 355 7386/ Ms Mkhize AL (033) 355 7370/ Mr Khumalo SB (033) 033 355 7368 Western Cape Region: Ms NA Mdladlamba Tel No: (021) 550 6014 / Ms A Reddy (021) 559 7929 Mr S Sikisazane (021) 558 0108 / Ms NC Sotyibi (021) 558 0518 Limpopo, Mpumalanga and North West Region: Mr Ziqubu Z Tel No: (012) 306 2037/ Ms Nomvela PM (012) 306 2033/ Ms Lekhuleni TD (012) 306 2034 Free State and Northern Cape Region: Ms Mokuni NJ Tel No: (051) 404 0268/ Ms Molutsoane N/ Ms. Moreki-Rathaba MP/ Ms. Ramncwana B Tel No: (051) 404 0283.
<u>NOTE</u>	:	Appointment under the Public Service Act.
<u>POST 22/06</u>	:	<u>DRIVER/ MESSENGER</u>
<u>SALARY CENTRE</u>	:	R193 359 per annum
	:	National Head Office: Office of the CDC Human Resource Management and Development (Ref: HO 2025/06/02) Office of the CDC Financial Management Services (CFO) (Ref: HO 2025/06/03) Office of the CDC Institutional Development Management and Support (Ref: HO 2025/06/04) Office of the CDC Remand Detention (Ref: HO 2025/06/05)
<u>REQUIREMENTS</u>	:	Grade 12. Three (3) years' experience in driving. Completion of an advanced driver's course will be an advantage. Knowledge of the cities in which the functions will be performed. Valid driver's licence. Competencies And Attributes: Knowledge of the procedures to operate a motor vehicle. Knowledge on how to obtain trip authorities, completion of logbooks, obtaining consumables (e.g. petrol) and basic services (e.g. fixing a flat tyre). Knowledge of the prescripts for the correct utilization of a motor vehicle e.g. how and for what purposes can the motor vehicle be utilized and what are the requirements for the safe storage of the vehicle. Knowledge of the procedures to follow to ensure that the motor vehicle is properly maintained. Plan and organize. Punctuality. Confidentiality. Understanding of public service policy and legislative framework. Service delivery and client orientation. Integrity and honesty. Assertiveness. Ability to work under pressure. Good interpersonal relations. Good communication and listening skills. Knowledge of government regulations relating to transport.
<u>DUTIES</u>	:	Responsibilities: Drive light and medium motor vehicles to transport the Chief Deputy Commissioner and deliver items (mail and documents). Do routine maintenance on the allocated vehicle and report defects timeously. Complete all the required and prescribed records and log books with regard to the vehicle and the goods handled. Render a clerical support/messenger service in the office of the Chief Deputy Commissioner. Collect and deliver documents from the post office. Distribute documents in and outside of the department. Keep accurate record of all official trips. Manage assets.
<u>ENQUIRIES</u>	:	Mr Y Naidoo Tel No: 012 307 2079/ Ms N Khumalo 012 305 8589
<u>NOTE</u>	:	Appointment under the Public Service Act.