

## 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** : 14 July 2025
- NOTE** : Applicants must apply by submitting applications on the most recent Z83 form obtainable from any Public Service Department or on the DPSA website 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](http://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.
- ERRATUM:** Administrative Clerk (CPP: East Rand ) with Recruit 2025/268 & Recruit 2025/282, Enforcement Officer (AFU: Pretoria) with Recruit 2025/151 and Administrative Clerk: Enforcement (AFU: Bloemfontein) with Recruit 2025/278 advertised in circular 15 of 09 May 2025 are hereby withdrawn.

## MANAGEMENT ECHELON

<b><u>POST 22/69</u></b>	:	<b><u>DIRECTOR: ETHICS MANAGEMENT AND ADVOCACY RECRUIT 2025/373</u></b> Office for Ethics and Accountability
<b><u>SALARY</u></b>	:	R1 216 824.per annum (Total Cost Package) (SMS Level 13)
<b><u>CENTRE</u></b>	:	Pretoria: Head Office
<b><u>REQUIREMENTS</u></b>	:	An NQF level 7 qualification as recognised by SAQA in ethics, integrity and corruption or equivalent. Minimum five (5) years relevant experience at middle/ senior managerial level in an ethics management, integrity environment. Certification as an Ethics Officer will be an added advantage. Nyukela Certificate (Certificate for entry into the senior management service from the National School of Government). Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Knowledge of legislation and regulations pertaining to Public Service Administration including the Public Service Act 103 of 1994, NPA Act, Basic Conditions of Employment Act, Public Service Regulations 2016, Public Finance Management Act, No.1 of 1999, Protected Disclosures Act 26 of 2000, Public Administration Act 11 of 2014. General computer literacy skills and knowledge in programs such as Ms Word, Excel, Ms outlook and PowerPoint. Good presentation skills. Written and verbal communication skills. Research skills and interpersonal skills. Willing to travel extensively. Candidates to be appointed in or assigned to the Office for Ethics and Accountability (OEA) must disclose to the office particulars of all registrable financial interests, obtain security clearance following a vetting conducted in terms of the National Strategic Intelligence Act 1994, as well as a Lifestyle review conducted. No previous convictions or pending cases. Good administration skills. People management and empowerment. Strategic capability and leadership. Planning and prioritising skills. Customer focus and responsiveness. Problem solving and decision making. Valid driver's license.
<b><u>DUTIES</u></b>	:	Manage the development, implementation and review of ethics management and conflict of interest strategy that prevents and deters unethical conduct and acts of corruption. Report on the compliance of ethics, conflict of interest and provide advice on departmental ethical matters. Manage and identify ethics and conflict of interest as part of the departments' system of risk management. Manage and implement the financial disclosure framework including lifestyle review. Manage the development and implementation of ethics and integrity related advocacy and awareness programmes. Manage the development, implementation and review of the ethics management policies, procedures and practices. Manage all appropriate stakeholders' relations within and outside the NPA on ethics and corruption related matters. Management of directorate performance, human resource and budget in compliance with PFMA and relevant regulatory framework.
<b><u>ENQUIRIES</u></b>	:	Karen Van Rensburg Tel No: 012 845 6871
<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025373@npa.gov.za">Recruit2025373@npa.gov.za</a>
<b><u>POST 22/70</u></b>	:	<b><u>DIRECTOR: ENFORCEMENT RECRUIT 2025/374</u></b> Asset Forfeiture Unit
<b><u>SALARY</u></b>	:	R1 216 824 per annum (Total Cost Package) (SMS Level 13)
<b><u>CENTRE</u></b>	:	Pretoria: Head Office
<b><u>REQUIREMENTS</u></b>	:	An NQF level 7 qualification as recognised by SAQA in Finance or equivalent. Nyukela Certificate (Certificate for entry into the senior management service from the National School of Government). At least five (5) years relevant experience at middle/senior managerial level in Finance/ Auditing/ Legal / Forensics or any related field. Demonstrable competency in acting independently, professionally, Accountable and with Credibility. Knowledge of legislation and regulations pertaining to Public Service Administration. General computer literacy skills and knowledge in programs such as Ms Word, Excel, MS Outlook and PowerPoint. Good presentation skills. Written and verbal communication skills. Research skills and interpersonal skills. Good administration skills. People management and empowerment. Strategic capability and leadership. Planning and prioritising skills. Customer focus and responsiveness. Problem solving and Decision Making. Valid driver's license.
<b><u>DUTIES</u></b>	:	Provide strategic direction and guidance on the management of Asset Forfeiture Unit. Ensure that there is strategic process to manage and dispose assets. Provide direction and guidance on the effective enforcement-related issues. Build, foster and manage stakeholder relations. Manage the financial and operational administration of Estates under freezing orders. Manage staff and performance in the Directorate.
<b><u>ENQUIRIES</u></b>	:	Lindie Swanepoel Tel No: 012 845 6638
<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025374@npa.gov.za">Recruit2025374@npa.gov.za</a>

<b><u>POST 22/71</u></b>	:	<b><u>DIRECTOR: PERFORMANCE INFORMATION MANAGEMENT RECRUIT 2025/375</u></b> Strategy, Operations and Compliance: Strategy Management Office
<b><u>SALARY</u></b>	:	R1 216 824 per annum (Total Cost Package) (SMS Level 13)
<b><u>CENTRE</u></b>	:	Pretoria: Head Office
<b><u>REQUIREMENTS</u></b>	:	An NQF level 7 qualification as recognised by SAQA in Strategy Management/ Public Management or equivalent qualification. Minimum five (5) years relevant experience at middle/ senior managerial level within performance information management, monitoring and evaluation or a strategy management environment. Nyukela Certificate (Certificate for entry into the senior management service from the National School of Government). Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Knowledge of legislation and regulations pertaining to Public Service Administration. General computer literacy skills and knowledge in programs such as MS Word, Excel, MS Outlook and PowerPoint. Good presentation skills. Written and verbal communication skills. Research skills and interpersonal skills. Good administration skills. People management and empowerment. Strategic capability and leadership. Planning and prioritising skills. Customer focus and responsiveness. Problem solving and decision making. A valid driver's license.
<b><u>DUTIES</u></b>	:	Develop and implement the performance information management systems and coordinate M&E activities. Monitor and coordinate quarterly performance reporting of the department. Coordinate the preparation of various reports and ensure final documents are approved for submission to the Executive Authority and various oversight structures. Support production of the Annual Performance Plan, Medium Term Strategic Framework, Estimates of National Expenditure, Adjustment of Estimates of National Expenditure. Support provision of information for the drafting of various ad-hoc progress reporting documents. Provide monitoring and evaluation technical support to internal NPA sub-programmes and business units and divisions. Strengthen collaboration with other National Departments and external partners on monitoring and evaluation issues. Manage and respond to audit queries in relation to performance of the NPA. Review the implementation of the Directorates' Operational Plan and monitor performance of personnel under their supervision. Manage the training of stakeholders to improve reporting and to ensure data integrity and reliability.
<b><u>ENQUIRIES</u></b>	:	Salome Baloyi Tel No: 012 845 6020
<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025375@npa.gov.za">Recruit2025375@npa.gov.za</a>
<b><u>POST 22/72</u></b>	:	<b><u>SENIOR PUBLIC PROSECUTOR RECRUIT 2025/376</u></b> National Prosecutions Service
<b><u>SALARY</u></b>	:	R1 195 110 per annum (Total Cost Package) – R1 859 814 per annum (Total Cost Package) (CM-1)
<b><u>CENTRE</u></b>	:	CPP: Upington
<b><u>REQUIREMENTS</u></b>	:	An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight (8) years post-qualification legal experience. Five (5) years' experience in legal practice will be an added advantage. Demonstrable competency in acting independently, professionally, Accountable and with Credibility. Good management skills. Manage, give guidance to and train prosecutors. Proficiency in prosecuting, guiding investigations and giving instructions in reasonably complex or more difficult common law and statutory offences. Able to draft charge sheets and complex court documents. Ability to act independently without constant supervision. Must have good administrative skills.
<b><u>DUTIES</u></b>	:	Manage and supervise allocation of work and management of performance for lower level prosecutors including trainee Prosecutor. Train and guide Prosecutors including trainee Prosecutors and stakeholders in preparation of case dockets and deciding on the institution and conduct criminal proceedings. Represent the State in all courts. Present and assist prosecutors including trainee Prosecutors in presentation of state's case court, lead and cross examination of witnesses and address court on inter alia conviction and the like. Attend to representations and complaints. Attend to instructions of the Chief Prosecutor and the Director of Public Prosecutions. Lead Prosecutors towards achieving strategic goals and operational targets set by NPA, DPP office and CPP. Perform all duties including administrative duties related thereto, in accordance with code of conduct, policy directives of NPA. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice.
<b><u>ENQUIRIES</u></b>	:	Nicholas Mogongwa Tel No: 053 807 4539

<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025376@npa.gov.za">Recruit2025376@npa.gov.za</a>
<b><u>POST 22/73</u></b>	:	<b><u>SENIOR PUBLIC PROSECUTOR (COMMUNITY PROSECUTION) RECRUIT 2025/377</u></b> National Prosecution Service
<b><u>SALARY</u></b>	:	R1 195 110.per annum (Total Cost Package) – R1 859 814.per annum (Total cost package) (Level LP 9)
<b><u>CENTRE</u></b>	:	DPP: Kimberley (Upington)
<b><u>REQUIREMENTS</u></b>	:	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.
<b><u>DUTIES</u></b>	:	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.
<b><u>ENQUIRIES</u></b>	:	Nicholas Mogongwa Tel No: 053 807 4539
<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025377@npa.gov.za">Recruit2025377@npa.gov.za</a>
<b><u>POST 22/74</u></b>	:	<b><u>SENIOR STATE ADVOCATE RECRUIT 2025/378 (3 POSTS)</u></b> Investigating Directorate Against Corruption
<b><u>SALARY</u></b>	:	R1 195 110.per annum (Total Cost Package) – R1 859 814.per annum (Total cost package) (LP-9)
<b><u>CENTRE</u></b>	:	Pretoria: Head office
<b><u>REQUIREMENTS</u></b>	:	An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight (8) years post qualification legal 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. Five (5) years' experience in legal practice will be an added advantage. Ability to act independently without supervision. Excellent administration skills. Financial or accounting background an advantage. Experience in litigating offences in terms of POCA, Companies Act, PRECCA, PFMA and FICA is necessary. Good knowledge of the Zondo Commission's recommendations. Knowledge of the FATF recommendations for South Africa. Capable of prosecuting and guiding investigations in voluminous and complex matters. Excellent drafting skills and the ability to draft complex charge sheets, indictments, notice of motions, applications for leave to appeal, heads of arguments, legal opinions

and memorandum. Litigation experience shall include litigation in the Superior Courts including the handling of motions in the High Court and as well as appeals and state appeals in High Court/Supreme Court/Constitutional Court Experience or knowledge in POCA legislation. Extensive prosecutorial or litigation experience with regard to common law offences such as fraud, theft, forgery and uttering, commercial crimes and related matters. Proficiency in prosecuting, guiding investigations in complex or more difficult matters, including commercial matters, drafting charge sheets, including indictments and court documents, dealing with representations. Financial or accounting background and knowledge of Company law will be required. General computer literacy and knowledge of programs in MS Word; Excel, Outlook and PowerPoint. Ability to act independently without supervision and manage court and case flow management independently. Excellent administrative skills. Personal and Professional Integrity.

**DUTIES** : Stakeholder engagement and decision making. Prosecutor led investigations (PLI). Prosecution preparations. Court work. Operations management.  
**ENQUIRIES** : Maureen Dibetle Tel No: 012 845 7727  
**APPLICATIONS** : e mail: [Recruit2025378@npa.gov.za](mailto:Recruit2025378@npa.gov.za)

**POST 22/75** : **SENIOR STATE ADVOCATE RECRUIT 2025/379**  
National Prosecutions Service

**SALARY** : R1 195 110.per annum (Total Cost Package) – R1 859 814.per annum (Total cost package) (LP-9)

**CENTRE** : DPP: Bloemfontein  
**REQUIREMENTS** : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least eight (8) years post qualification legal 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. Five(5) years' experience in legal practice will be an added advantage. Strong interpersonal and communication skills. Decision-making ability. Computer literacy and knowledge of programs in MS Office.

**DUTIES** : Study 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 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. Attend to representations, prepare opinions and head of arguments and argue cases in 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. Mentor and coach junior staff and quality check their work. Participate in the performance assessment of staff being mentored.

**ENQUIRIES** : Lemmer Ludwick Tel No: 051 410 6001  
**APPLICATIONS** : e mail: [Recruit2025379@npa.gov.za](mailto:Recruit2025379@npa.gov.za)

**POST 22/76** : **STATE ADVOCATE RECRUIT 2025/380 (3 POSTS)**  
Investigating Directorate Against Corruption

**SALARY** : R932 904.per annum (Total Cost Package) to R1 539 321.per annum (Total Cost Package) (Level LP- 7 to LP-8)

**CENTRE** : Pretoria: Head office  
**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. At least five (5) years relevant criminal court work experience in advocacy and drafting. Demonstrable competency in acting independently, professionally, Accountable and with Credibility. Extensive prosecutorial or litigation experience with regard to common law offences such as fraud, theft, forgery and uttering, commercial crimes and related matters. Proficiency in prosecuting, guiding investigations in complex or more difficult matters, including commercial matters. Drafting charge sheets, indictments and court documents, dealing with representations. Valid driver's licence.

**DUTIES** : Study case dockets, make assessments thereof and decide on the institution of prosecution. Deal with any representations. Guide investigations in complex or more difficult tax matters, including commercial matters. 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. Manage court and case flow management of cases independently.

Study and deal with appeals and reviews. Prepare opinions and heads of argument for complex matters and argue cases in the appropriate court. Appear in court in motion application pertaining to criminal matters and general conduct prosecutions on behalf of the state. Mentor and guide investigating officers, prosecutors and stakeholders. Assist in high profile matters or matters where an increased risk element is present. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in criminal justice system independently without supervision and manage court and case flow management independently.

**ENQUIRIES** : Maureen Dibetle Tel No: 012 845 7727  
**APPLICATIONS** : e mail: [Recruit2025380@npa.gov.za](mailto:Recruit2025380@npa.gov.za)

**POST 22/77** : **STATE ADVOCATE (ATTORNEY) RECRUIT 2025/381**  
 Asset Forfeiture Unit

**SALARY** : R932 904 per annum (Total Cost Package) to R1 539 321 per annum (Total Cost Package) (Level LP- 7 to LP-8)

**CENTRE** : Johannesburg  
**REQUIREMENTS** : An LLB. For serving prosecutors seeking promotion any appropriate legal qualification. At least five years post qualification legal experience. 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. Admitted as an Attorney in terms of the Attorney Act 53 of 1979. Excellent interpersonal, analytical, presentation and communication skills. Strong computer skills (Ms Word, Excel, Outlook and PowerPoint). Professionalism and able to act independently. Willingness to travel and work extended hours. Excellent communication and administrative skills, as well as literacy and numeracy skills in so far as being able to understand profit and loss calculations and basic business finance. Ability to conduct legal research. Valid driver's license.

**DUTIES** : Act as Attorney for the Asset Forfeiture Unit. Execute tasks that by law must be performed by Attorneys. Attend to diverse types of civil litigation in the High Court, Magistrate Courts as well as appeals from these courts, including appeals to the Supreme Court of Appeal. Deal with constitutional issues, including litigation in the Constitutional Court. Draft and / or settle all types of agreements render legal opinions, draft and move applications. Attend to queries from curators on litigation of Asset Forfeiture matters. Collect all taxed bills of all costs in favour of the state.

**ENQUIRIES** : Lindie Swanepoel Tel No: 012 845 6638  
**APPLICATIONS** : e-mail: [Recruit2025381@npa.gov.za](mailto:Recruit2025381@npa.gov.za)

**POST 22/78** : **PROJECT MANAGER RECRUIT 2025/382**  
 Investigating Directorate Against Corruption

**SALARY** : R896 436 per annum (Total Cost Package) (Level 11)

**CENTRE** : Pretoria: Head office  
**REQUIREMENTS** : An appropriate B -degree (NQF level 7) or Three (3) year Diploma (NQF level 6) in Business Administration, Public Administration or equivalent qualification. At least three (3) years' experience in Project Management on Assistant Director level. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Good planning and organising skills, written and verbal communication skills. Problem solving skills and knowledge of project administration. General computer literacy skills and knowledge in programs such as Ms Word, Excel, PowerPoint, SharePoint etc. PRINCE / PRINCE2 certification recommended. Good planning and organising skills, written and verbal communication skills. Knowledge of the PFMA, Public Service and Regulations Act. NPA policies and procedures relevant to the job functions. Valid driver's licence.

**DUTIES** : Implement and maintain Investigating Directorate Against Directorate projects. Develop project plans: scope, goal, required resources, and budget. Develop the project methodology and ensure adherence to timelines. Guide and perform strategic analysis for the projects. Organise and manage all phases of the projects to ensure timeous completion. Identify risks and action mitigation plans. Meet deliverables and record work executed. Prepare proposals and conduct meetings with all stakeholders to facilitate selection of project services and conduct. Plan and oversee the dissemination of project communications. Liaise with all project stakeholders. Ensure that the administration of projects are kept updated. Draft expenditure reports on BAS. Compile minutes and action logs for project meetings. Track and provide weekly project status reports and compile monthly reports. Maintain project files on SharePoint and hard copy.

**ENQUIRIES** : Maureen Dibetle Tel No: 012 845 7727

<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025382@npa.gov.za">Recruit2025382@npa.gov.za</a>
<b><u>POST 22/79</u></b>	:	<b><u>SENIOR INVESTIGATOR RECRUIT 2025/383 (2 POSTS)</u></b> Investigating Directorate Against Corruption
<b><u>SALARY</u></b>	:	R896 436.per annum (Total Cost Package) (Level 11)
<b><u>CENTRE</u></b>	:	Pretoria: Head Office
<b><u>REQUIREMENTS</u></b>	:	An appropriate B -degree (NQF level 7) or Three (3) year Diploma (NQF level 6) in policing and/or criminal investigation related. At least ten (10) years criminal investigation experience with five (5) years' operational management experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Vocational training in advanced investigative techniques, intelligence analysis, money laundering, advanced corruption and financial crimes investigation. Certified Fraud Examiner or ICFP SA accreditation and/or experience in managing and directing forensic service providers in criminal and forensic matters are advantages. Experience in testifying in regional and superior courts (persons found to be unreliable witness in any court are disqualified from application). Knowledge of the common law, legislation, and regulations, specifically: Zondo Commission Report. Financial Action Task Force (FATF) Recommendations for South Africa. National Anti-Corruption Strategy. Job knowledge, quality of work, communication, planning and execution. Management of human and financial resources. A valid driver's licence.
<b><u>DUTIES</u></b>	:	Provide strategic planning and implementation of criminal investigations. Coordinate and manage stakeholder relations in relation to criminal investigations. Ensure the conducting of criminal investigations within the allocated responsibilities of the investigations group. Manage national criminal investigative projects and administrative functions.
<b><u>ENQUIRIES</u></b>	:	Maureen Dibetle Tel No: 012 845 7727
<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025383@npa.gov.za">Recruit2025383@npa.gov.za</a>
<b><u>POST 22/80</u></b>	:	<b><u>DEPUTY DIRECTOR: PERFORMANCE INFORMATION MANAGEMENT</u></b> Strategy Management office
<b><u>SALARY</u></b>	:	R896 436.per annum (Total Cost Package) (Level 11)
<b><u>CENTRE</u></b>	:	DPP: Cape Town – Recruit 2025/384 DDPP: Port Elizabeth – Recruit 2025/389
<b><u>REQUIREMENTS</u></b>	:	An appropriate B Degree (NQF 7) or Three (3) year Diploma (NQF 6). Certificate in Strategic Management or Operations Management from an accredited institution will be an added advantage. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Minimum 5 years' experience in the strategic, business or performance monitoring. An ability to effectively and timely coordinate the submission of all organisational performance information reports on a regional level. Knowledge of the prosecutorial environment or sound knowledge on the Criminal Justice System (CJS) will be an added advantage. Excellent interpersonal communication skills (verbal and written). Excellent report-written skills and the ability to write high-level reports to management. Good knowledge of government legislature framework prescripts, policies and practices. Good knowledge of performance information management practices and prescripts in the government sector. Good knowledge on compliance requirement for the performance information management field. Advance computer literacy skills in Microsoft office application, such as MS Word, Excel and PowerPoint. Ability to work independently and well under pressure. Ability to work well in a team. Problem solving skills. Good interpersonal and customer relations skills. A valid driver's licence.
<b><u>DUTIES</u></b>	:	Manage business unit and regional performance information. Facilitate operational planning sessions and regional review sessions. Monitoring and evaluation of the business unit and regional performance plans. Monitoring of the execution of the regional operational plans. Collation, analysis and interpretation of organisational performance information. Keep up to date with compliance requirements and best practice in the field of performance information management. Risk management.
<b><u>ENQUIRIES</u></b>	:	DPP: Cape Town & DPP: Port Elizabeth Makgomo Thupana Tel No: 012 845 6176
<b><u>APPLICATIONS</u></b>	:	DPP: Cape Town e mail: <a href="mailto:Recruit2025384@npa.gov.za">Recruit2025384@npa.gov.za</a> DPP: Port Elizabeth e mail: <a href="mailto:Recruit2025389@npa.gov.za">Recruit2025389@npa.gov.za</a>
<b><u>POST 22/81</u></b>	:	<b><u>REGIONAL COURT PROSECUTOR RECRUIT 2025/385</u></b> National Prosecutions Service

<b><u>SALARY</u></b>	:	R630 630.per annum (Excluding Benefits) to R1 450 323.per annum (Total Cost Package) (Level LP-5 to LP-6)
<b><u>CENTRE</u></b>	:	CPP: Pretoria (Brits)
<b><u>REQUIREMENTS</u></b>	:	An LLB. 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.
<b><u>DUTIES</u></b>	:	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.
<b><u>ENQUIRIES</u></b>	:	Motshabi Malabi Tel No: 012 351 6864
<b><u>APPLICATIONS</u></b>	:	e-mail: <a href="mailto:Recruit2025385@npa.gov.za">Recruit2025385@npa.gov.za</a>
<b><u>POST 22/82</u></b>	:	<b><u>FINANCIAL INVESTIGATOR RECRUIT 2025/386 (3 POSTS)</u></b> Investigating Directorate Against Corruption
<b><u>SALARY</u></b>	:	R468 459.per annum (Excluding Benefits) (Level 09)
<b><u>CENTRE</u></b>	:	Pretoria: Head Office
<b><u>REQUIREMENTS</u></b>	:	An appropriate B Degree (NQF level 7) or Three (3) year Diploma (NQF level 6) in the following: Forensic Investigation, Forensic Auditing, Criminal Investigation or equivalent. At least three (3) years financial investigation or related experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Strategic capability and leadership, Administration skills, Communication, Planning and Prioritising, Customer focused and Responsiveness, Problem solving and Decision making. General management and project management skills. Research skills. General computer literacy and knowledge of programs in Microsoft Office (Word, Excel, Outlook and PowerPoint). Valid driver's licence.
<b><u>DUTIES</u></b>	:	Conduct financial investigation assessment. Conduct case planning. Undertake stakeholder engagement. Provide administrative support services with regard to case management.
<b><u>ENQUIRIES</u></b>	:	Maureen Dibetle Tel No: 012 845 7727
<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025386@npa.gov.za">Recruit2025386@npa.gov.za</a>
<b><u>POST 22/83</u></b>	:	<b><u>PERSONAL ASSISTANT RECRUIT 2025/387</u></b> Specialized Commercial Crime Unit
<b><u>SALARY</u></b>	:	R325 101.per annum (Excluding Benefits) (Level 7)
<b><u>CENTRE</u></b>	:	Pretoria: Head Office
<b><u>REQUIREMENTS</u></b>	:	Grade 12 and secretarial Diploma or equivalent qualification. Minimum three (3) years' experience in rendering support to senior management. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. General computer literacy. Language skills and ability to communicate well with people at different levels and from different background. Good telephone etiquette and sound organisational skills. Good people skills. High level of reliability. Written communication skills. Ability to do research and analyse documents and situations. Ability to act with tact and discretion. Knowledge of the relevant legislations, policies, prescripts and procedures applicable in the public sector. Basic knowledge of financial administration.
<b><u>DUTIES</u></b>	:	Provide secretarial, administration support (including answering telephone and handling of diary to the senior managers). Manage and coordinate the diary and appointments. Provide hospitality services to all guests visiting. Render an office support and administration functions, filing system and pending system. Keep record of all incoming and outgoing documentation on a daily basis. Make travel and logistical arrangements for meetings and events. Prepare travelling documentation and coordinate bookings. Set up schedules for meetings and events. Taking minutes during meetings and prepare same for signature in advance.
<b><u>ENQUIRIES</u></b>	:	Bonakele Jali Tel No: 012 845 6395
<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025387@npa.gov.za">Recruit2025387@npa.gov.za</a>



<b><u>POST 22/84</u></b>	:	<b><u>FINANCE CLERK RECRUIT 2025/388 (2 POSTS)</u></b>
		Strategy Operations and Compliance: Financial Management
<b><u>SALARY</u></b>	:	R228 321. per annum (Excluding Benefits) (Level 5)
<b><u>CENTRE</u></b>	:	Pretoria: Head Office
<b><u>REQUIREMENTS</u></b>	:	Grade 12 or equivalent qualification. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Basic numeracy skills. Knowledge of Financial Accounting dealing with processing suppliers' payments and employee's allowances such as cell phone and Subsistence & Travel. Ability to work independently without constant supervision. Knowledge of Public Finance Management Act (PFMA), PERSAL; BAS OR LOGIS. Good communication skills, verbal and written. Planning and organizing skills. Good analytical skills. General computer literacy and knowledge of programs in MS Word, Excel, PowerPoint.
<b><u>DUTIES</u></b>	:	Provide support to financial accounting. Manage payments register and check invoices for correctness. Process and capture suppliers' payments including S&T and Cell phone claims. Scanning and filing of all suppliers' payments. Filing of financial documents including S&T and Cell phone claims. Track suppliers' payments on tracking system. Provide support to auditors and other business units. Attend to general payment queries.
<b><u>ENQUIRIES</u></b>	:	Refilwe Matsetela Tel No: 012 845 7283
<b><u>APPLICATIONS</u></b>	:	e mail: <a href="mailto:Recruit2025388@npa.gov.za">Recruit2025388@npa.gov.za</a>