

## DEPARTMENT OF CORRECTIONAL SERVICES

**APPLICATIONS**

: The physical address of the DCS offices where application forms may be obtained will be indicated on the official website: [www.dcs.gov.za](http://www.dcs.gov.za) under "Forms". <http://www.dcs.gov.za/wp-content/uploads/2016/01/Corrections-Learnership-Application-Form-20222023.pdf>

The Regional Offices address and contact details are indicated below.

**Eastern Cape Region:** The Regional Commissioner Eastern Cape. Recruitment Section, P/Bag X9013, East London. Alternatively, applications may be handed in at Moore Street, Block E Ocean Terrace, Quigney, East London, 5211

**Free State and Northern Cape Region:** The Regional Commissioner Free State and Northern Cape, Recruitment Section, P/Bag X20530, Bloemfontein, 9300. Alternatively, applications may be handed in at 103 Zastron Street, Agrimed Building, Bloemfontein, 9300

**Gauteng Region:** The Regional Commissioner Gauteng, Recruitment Section, P/Bag X393, Pretoria, 0001. Alternatively, applications may be handed in at 04 Ketjen Street, Pretoria West (Kgoši Mampuru II, Training Centre)

**Kwa-Zulu Natal Region:** The Regional Commissioner: Kwa-Zulu Natal, Recruitment Section, P/Bag X9126, Pietermaritzburg, 3201. Alternatively, applications may be handed in at Correctional Services, Eugene Marais Road, Napierville, Pietermaritzburg, 3201.

**Limpopo, Mpumalanga and North West Region:** The Regional Commissioner Limpopo, Mpumalanga & North West, Recruitment Section, P/Bag X142, Pretoria, 0001. Alternatively, applications may be handed in at Cnr Johannes Ramokhoase (Proes) & Paul Kruger Street, 196 Masada, Building, 09th Floor, Pretoria

**Western Cape Region:** The Regional Commissioner Western Cape, Recruitment Section, P/Bag X14, Goodwood, 7459. Alternatively, applications may be handed in at Peninsula Drive, Monte Vista, 7460.

**CLOSING DATE**

: 31 January 2023

**NOTE**

: Complete the Corrections Learnership application form 2022/23. The application form can be obtained at the nearest Management Area/Community Corrections/Correctional Centres/ Regional Offices and/or Head Office. The forms are also available on the DCS website ([www.dcs.gov.za](http://www.dcs.gov.za)) under "Forms". Please take note that these forms are not for sale. Please report any form of corruption to the Departmental Investigation Unit Hotline on 0800 701 701 or fax number 012 323 7901. Specify the learnership reference number which you are applying for (e.g. KwaZulu Natal Region: Durban (Ref E22/2022)). Ensure that the application form is fully completed and signed by the applicant (not by a proxy, agent nor representative of the applicant). Use the correct reference number for the management area to which you are applying in the applicable block on the application form. The reference numbers are indicated further below. Attach copies of your qualifications and identity document. Only shortlisted candidates will be required to submit certified copies of qualifications and identity document. No late, incomplete or unsigned application forms shall be accepted. Furthermore, photocopies of completed forms, faxed or e-mailed applications shall not be accepted. Taking into consideration that you have to provide your own transport and accommodation during your experiential learning, you are advised to apply for learnership enrolment within the Management Area close to where you reside.

**The Department of Correctional Services (DCS) is looking for youth from various communities with appropriate qualifications to enter into the training towards acquiring the Further Education and Training (FET) Certificate in Corrections Services Learnership (NQF Level 4). The learners will be trained in the areas of rehabilitation of offenders through correction and human development in a secure, safe and humane detention or under the community based correctional supervision. English will be used as the medium of instruction. Enrolment in the learnership does not guarantee permanent employment in the Department.**

**OTHER POST**

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|----------------------------|---|---|
| <b><u>POST 01/02</u></b>   | : | <p><b><u>THE FET CERTIFICATE IN CORRECTIONS SERVICES LEARNERSHIP IN DCS (NQF LEVEL 4)</u></b><br/>(Twelve-month duration of the learnership)</p>  |
| <b><u>STIPEND</u></b>      | : | An opportunity to acquire skills, knowledge and workplace experience in the field of Corrections and earn a stipend of R3738,25 per month   |
| <b><u>CENTRE</u></b>       | : | <p><b>Eastern Cape Region:</b><br/>St. Albans (Ref No: E01/2022)<br/>Amatole (Ref No: E02/2022)<br/>Kirkwood (Ref No: E03/2022)<br/>East London (Ref No: E04/2022)<br/>Sada (Ref No: E05/2022)<br/>Mthatha (Ref No: E06/2022)</p> <p><b>Free State and Northern Cape Region:</b><br/>Groenpunt (Ref No: E07/2022)<br/>Grootvlei (Ref No: E08/2022)<br/>Colesburg (Ref No: E09/2022)<br/>Kimberley (Ref No: E10/2022)<br/>Upington (Ref No: E11/2022)<br/>Goedemoed (Ref No: E12/2022)<br/>Bizzah Makhate (Ref No: E13/2022)</p> <p><b>Gauteng Region:</b><br/>Leeuwkop (Ref No: E14/2022)<br/>Kgoši Mampuru II (Ref No: E15/2022)<br/>Baviaanspoort (Ref No: E16/2022)<br/>Zonderwater (Ref No: E17/2022)<br/>Johannesburg (Ref No: E18/2022)<br/>Boksburg (Ref No: E19/2022)<br/>Modderbee (Ref No: E20/2022)<br/>Krugersdorp (Ref No: E21/2022)</p> <p><b>Kwa-Zulu Natal Region:</b><br/>Durban (Ref No: E22/2022)<br/>Kokstad (Ref No: E23/2022)<br/>Pietermaritzburg (Ref No: E24/2022)<br/>Ncome (Ref No: E25/2022)<br/>Empangeni (Ref No: E26/2022)<br/>Glencoe (Ref No: E27/2022)<br/>Waterval (Ref No: E28/2022)</p> <p><b>Limpopo, Mpumalanga and North West Region:</b><br/>Polokwane (Ref No: E29/2022)<br/>Barberton (Ref No: E30/2022)<br/>Bethal (Ref No: E31/2022)<br/>Klerksdorp (Ref No: E32/2022)<br/>Rooigrond (Ref No: E33/2022)<br/>Rustenburg (Ref No: E34/2022)<br/>Thohoyandou (Ref No: E35/2022)<br/>Witbank (Ref No: E36/2022)</p> <p><b>Western Cape Region:</b><br/>Drakentstein (Ref No: E37/2022)<br/>Allandale (Ref No: E38/2022)<br/>Brandvlei (Ref No: E39/2022)<br/>Pollsmoor (Ref No: E40/2022)<br/>Goodwood (Ref No: E41/2022)<br/>Southern Cape (Ref No: E42/2022)<br/>West Coast (Ref No: E43/2022)<br/>Voorberg (Ref No: E44/2022)<br/>Overberg (Ref No: E45/2022)<br/>Breede River (Ref No: E46/2022)</p> |
| <b><u>REQUIREMENTS</u></b> | : | Basic enlistment requirements: South Africans who are in possession of the Grade 12 or National Senior Certificate; South Africans who have successfully completed the National Certificate in Vocational Studies (NQF Level 4); or South Africans who have successfully completed a further Education and Training Certificate (NQF Level 4). Candidates with an additional qualification(s) i.e. certificate / diploma / degree / trade certificate in the following fields are encouraged to apply: Corrections / Penology / Criminology, Agriculture (including Agriculture Economists, Agriculture Engineering, Agriculture Management, Animal Health Technicians, Animal Production, Plant  |

Production), Artisans (all fields, especially Baker/Pastry Maker, Boiler Maker, Bricklayer, Cabinet maker, Construction Carpenter, Electrician, Fitter and Turner, Furniture Machinist/Polisher, Gunsmith, Locksmith, Millwright, Painter, Patternmaker, Plumber, Sheet Metal, Spray Painting, Tool and Die Maker, Upholstery, Welder, Wood Machinist), Construction Health and Safety Technicians, Food Processing (General Abattoir Processes, Meat Inspector / Examination, Processed and Preserved Meat, Fish, Fruit and Vegetables), Graphic Designers, Two-way Radio Communication Technicians, Textile Designing (Garment Makers/Tailor/Seamster, Footwear Design and Shoe Making). Additional qualification(s) shall not be recognized for the stipend paid or for future remuneration purposes. Applicants will be expected to undergo a physical fitness test and medical examination (including a drug test) as part of the selection process. Furthermore, applicants must be South Africans who: Are between 21 and 35 years old; Have strong character; Are physically fit and mentally resilient; Are willing to disclose the information required to process their applications; Are prepared to undergo personnel suitability checks related to their background, citizenship, qualifications and criminal record; Are law-abiding citizens and are without criminal records (particulars of pending / decided criminal cases related to the applicant must be provided in the application form); and Are prepared to subject themselves to selection processes conducted by the DCS. The FET Certificate in Corrections Services Learnership NQF 4. The learnership is outcome-based and is intended to contribute towards addressing the skills shortage in the Department and in South Africa. The Learnership is based on a legally binding agreement between the employer, learner and service provider. The Corrections Services Learnership Programme shall be presented for a period of one year consisting of: ± 30% theoretical or instructional learning and ± 70% workplace learning. Theory The ±30% intensive instructional learning theory shall, in addition to other theoretical modules, include firearm training as well as physical and self-defence training which will take place at designated accredited DCS colleges. Free accommodation, meals, training material and uniform shall be provided during this training phase. The obligatory theoretical training requires the learner to be strictly accommodated on a full-time basis at the training college. Workplace Training This ± 70% workplace learning takes place at the Correctional Centres and Social Reintegration / Community Corrections Offices. During this phase, learners continue to receive a stipend. The learners shall be responsible for their own accommodation, meals and transport. No pension fund, housing allowance, housing subsidy, danger allowance, medical aid or overtime shall be provided by the employer during the theoretical as well as during the practical training. The learner shall be regarded as competent after the successful completion of the instructional learning phase, the workplace learning phase, the final submission of the Portfolio of Evidence (POE) and the successful external verification by the Safety and Security Sector Education and Training Authority (SASSETA). Any contravention or deviation from the learnership agreement during the twelve-month period shall be dealt with by the DCS in accordance with Sections 17 and 18 of the Skills Development Act, 97 of 1998. After successful completion of the learnership, successful learners will receive an FET Certificate in Correctional Services (NQF Level 4). However, the Department of Correctional Services does not guarantee permanent employment on completion of the qualification.

## **ENQUIRIES**

: **Eastern Cape Region:** Mr Ndlela HH Tel No: (043) 706 7834/ Ms Myataza Z (043) 706 7866/ Ms Mgugudo N Tel No: (043) 706 7882/ Mr Ndonyela N (043) 706 7883.  
**Free State and Northern Cape Region:** Mr Gouws W/ Ms Mkuni NJ Tel No: (051) 404 0268/ Ms Molutsoane N/ Ms. Moreki-Rathaba MP/ Ms. Ramncwana B Tel No: (051) 404 0283.  
**Gauteng Region:** Mr De Bruin CR Tel No: (012) 420 0181/ Mr Masango SS (012) 420 0173/ Ms Feni SAP Tel No: (012) 420 0173/ Ms Makwarela P (012) 420 0179.  
**Kwa-Zulu Natal Region:** Mr Somaru RK Tel No: (033) 355 7365/ 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:** Ms Sibiyi MK Tel No: (012) 306 2025/ Mr Ziqubu Z Tel No: (012) 306 2025/ Ms Nomvela PM Tel No: (012) 306 2033/ Ms Lekhuleni TD Tel No: (012) 306 2034.

**Western Cape Region:** Ms NA Mdladlamba Tel No: (021) 550 6014/ Ms A Reddy Tel No: (021) 550 6059/ Mr BD Tsewu Tel No: (021) 550 6052/ Ms NC Sotyibi Tel No: (021)550 6054.