



home affairs
Department:
Home Affairs
REPUBLIC OF SOUTH AFRICA



new
directions



The National Development Plan (NDP) 2030 is a compass pointing South Africa in a new direction where poverty is eliminated and inequality is reduced by 2030. This desired destination can be reached by enhancing the capacity of the State, and the Department of Home Affairs is committed to delivering on this goal.

Enquiries: Ms N Sindane

Tel No: 012 406 4244
Date Issued: 19 June 2026

VACANCIES - HUMAN RESOURCE MANAGEMENT CIRCULAR MINUTE NO 38 OF 2026

The Department of Home Affairs (DHA) seeks to hire patriotic, professional, passionate and talented individuals to form part of a new leadership team, equipped with the right skills to facilitate the transformation of Home Affairs into a digital-first, world-class organisation. If you are committed to delivering on the Medium-Term Development Plan's priorities through digital transformation, ascribe to the Department's shared value set, have what it takes to deliver on the needs of DHA Clients with the highest levels of dignity, integrity and innovation, and your credentials meet the requirements of any of the following positions, kindly respond before the closing date.

The DHA is a merit-based, equal opportunity and affirmative action employer. In line with its commitment to promoting representivity, in the filling of entry-level positions preference may be given to locally based candidates on grounds of affordability as well as to (unemployed) youth and the DHA's interns and learners who have successfully completed their respective skills development programmes. In the filling of all posts, preference may be afforded to persons with disabilities, and in respect of SMS-level posts, to women. Persons falling in these categories and who meet the post requirements are preferred.

The DHA complies with the Protection of Personal Information Act, 2013 (Act No. 4 of 2013). Applicants' personal information will be used for recruitment purposes, retained where required for audit, and safeguarded against unauthorised disclosure, except where legally required. Submission of an application constitutes consent to such processing.



DIRECTIONS TO APPLICANTS



CLOSING DATE: 03 July 2026

APPLICATIONS: Must be –

- submitted online at <https://erecruitment.dha.gov.za> or sent to the **correct address** specified at the bottom of the posts, **on or before the closing date;**
- accompanied by a fully completed Application for Employment Form (**New Z83**, effective from 1 January 2021), obtainable at www.dpsa.gov.za, citing the correct post number and job title; and a **comprehensive CV** (citing the start and end date dd/mm/yy), job title, duties performed and exit reason for each employment period to be considered, as well as the details of at least two **contactable employment references** (as recent as possible), regardless of online or manual submission. **Where a valid Driver's License and a Professional Driving Permit (PDP) is a requirement, this must be indicated on the CV.** All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment .

• **SELECTION:** Shortlisted candidates -

- will also be required to submit a copy of their **ID document, a valid driver's license** (if specified as a job requirement), **relevant educational qualifications / RPL certificates / Academic Transcripts of completed qualifications, and Acting letters** as directed. Furthermore, applicants who possess (a) **foreign qualification(s)**, are required to submit the **evaluated results** of such qualifications, as received from the South African Qualifications Authority (**SAQA**);
- will be subjected to an **interview, various relevant tests and assessments, and employment suitability checks** (credit, criminal, citizenship, qualifications, and employment references including verification of exit reasons, and conducting business with State).
- **APPOINTMENT:** Once appointed, serving of a prescribed probation period, and obtaining of a security clearance appropriate to the post, will be required.

Correspondence between the Department and candidates will be limited to shortlisted candidates, ONLY.



POST NO 1 : **DEPUTY DIRECTOR: FINANCE AND SUPPLY CHAIN MANAGEMENT, (3 POSITIONS)**

SALARY LEVEL : An all-inclusive salary package of R932 292 to R1 098 195 per annum (Level 11).

CENTRE : **Provincial Manager's Office: Eastern Cape (1 Post)**

REF NO : **HRMC 38/26/1a**

CENTRE : **Provincial Manager's Office: Gauteng (1 Post)**

REF NO : **HRMC 38/26/1b**

CENTRE : **Provincial Manager's Office: Western Cape (1 Post)**

REF NO : **HRMC 38/26/1c**

REQUIREMENTS :
• An undergraduate qualification in Financial Management, Accounting or related qualification at NQF level 6 as recognized by SAQA. • A minimum of 3 years' experience at a Junior Management / Assistant Director in Finance or Supply Chain Management is required. • Knowledge and application of Public Finance Management Act and Treasury Regulations. • Knowledge of the departmental Legislations and Prescripts. • Knowledge of the E government policy framework consultation paper developed by GITO. • Knowledge of the Public Service Regulatory Framework. • Excellent abilities and experience in project management, project optimization, and the use of online systems. • A valid drivers' license. • Willingness to travel and work extended hours.

Required skills and competencies: • Capability and Leadership. • Service Delivery Innovation. • Client Orientation and Customer Focus. • People Management and Empowerment. • Financial Management and Administration. • Programme and Project Management. • Decision Making Skills. • Budget Administration. • Financial Risk Management. • Problem solving and analysis. • Business report writing. • Presentation Skills. • Negotiation skills. • Communication Skills. • Financial Management skills. • Computer Literacy. • Patriotism, Honesty, Integrity and Accountability.

DUTIES : The successful candidate will be responsible for, amongst others, the following specific tasks: • Coordinate supply chain management processes and procedures within the Province. • Co-ordinate, manage, and collate the procurement plan for the Province. • Manage and co-ordinate the tender processes within the Province. • Prepare, collate, and report on orders printed in a month. • Ensure that payments are made within 30 days of receipt of an invoice. • Ensure that quotes meet the minimum requirements. • Check the availability of funds before orders are issued. • Assess performance and compliance with the PFMA, Treasury regulations, Supply Chain Management Framework, PPPFA and BBEEA. • Provide support to the auditors and management. • Meet reporting requirements as required in terms of financial management legislation such as PFMA, Treasury Regulations and DORA. • Conduct investigations on irregular, fruitless and wasteful expenditure and other financial misconduct. • Ensure effective management of finance and Revenue within the Province. • Coordinate and monitor asset and property in the Province. • Coordinate and monitor the property in the Province. • Ensure the implementation of effective risk and compliance management practices. • Ensure effective and efficient management of human, physical and financial resources within the Unit. • Coach and guide staff on best practices and compliance with regulatory requirements.

ENQUIRIES : **Eastern Cape:** Mr L Jama, Tel No: (043) 642 1846

Gauteng: Mr P Mlangeni, Tel No: (011) 242 9039

Western Cape: Mr M Pienaar, Tel (021) 488 1409

APPLICATIONS : Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za> or sent to the correct address specified as follows:-

Eastern Cape:

Physical address: 11 Hargreaves Avenue, King William's Town, 5600

Gauteng:

Western Cape:

Physical Address: 4th Floor Fair Cape Building, 56 Barrack Street, Cape Town, 8000

- POST NO 2** : **DEPUTY DIRECTOR: PROVINCIAL COORDINATION, (5 POSITIONS)**
- SALARY LEVEL** : An all-inclusive salary package of **R932 292 to R1 098 195** per annum (Level 11).
- CENTRE** : **Provincial Manager's Office: Eastern Cape (1 Post)**
- REF NO** : **HRMC 38/26/2a**
- CENTRE** : **Provincial Manager's Office: Free State (1 Post)**
- REF NO** : **HRMC 38/26/2b**
- CENTRE** : **Provincial Manager's Office: Kwa-Zulu Natal (1 Post)**
- REF NO** : **HRMC 38/26/2c**
- CENTRE** : **Provincial Manager's Office: Limpopo (1 Post)**
- REF NO** : **HRMC 38/26/2d**
- CENTRE** : **Provincial Manager's Office: Mpumalanga (1 Post)**
- REF NO** : **HRMC 38/26/2e**
- REQUIREMENTS** :
• An undergraduate qualification in Public Management or Administration at NQF level 6 as recognised by SAQA. • A minimum of 3 years' experience at Assistant Director / Junior Management is required. • Extensive experience in coordination is required. Knowledge and application of Public Finance Management Act and Treasury Regulations. • Basic Knowledge of Civic Services and Immigration Acts. • Understanding of Public Finance Management Act (PFMA) and Treasury regulations. • Knowledge of Departmental Legislation as well as Human Resources Regulatory Framework. • Knowledge of the Public Service Regulations. • Excellent abilities and experience in project management, project optimization, and the use of online systems. • A valid drivers' license. • Willingness to travel and work extended hours.
- Required skills and competencies:** • Strategy Capability and Leadership. • Service Delivery Innovation. • Client Orientation and Customer Focus. • People Management and Empowerment. • Expenditure Management. • Programme and Project Management. • Decision Making. • Budget Administration. • Conflict Management. • Problem solving. • Business report writing. • Presentation Skills. • Influencing and Networking. • Planning and organising. • Communication Skills. • Coordination skills. • Computer Literacy. • Patriotism, Honesty, Integrity and Accountability.
- DUTIES** : The successful candidate will be responsible for, amongst others, the following specific tasks: • Coordinate information on all operations in the province to enhance service delivery . • Coordinate effective integration of various civic and immigration services with the province. • Coordinate the implementation of processes, procedures and systems for service delivery improvement within the province. • Coordinate and monitor DHA participation in the provincial cluster. • Coordinate Provincial performance against deliverables. • Report on information from the clusters for planning, monitoring and evaluation processes. • Coordinate the Implementation and maintenance the execution of province related strategies. • Liaise with internal and external stakeholders and ensure that relevant information is strategically communicated. • Coordinate core business functions, identified projects and special programmes. • Consolidate various qualitative and quantitative reports in the Regions under the province, monitor and evaluate reports, cluster reports and routine reports to Head Office. • Ensure successful business transformation. • Ensure the implementation of effective risk and compliance management practices • Ensure effective and efficient management of human, physical and financial resources within the Unit. • Coach and guide staff on best practices and compliance with regulatory requirements.
- ENQUIRIES** : **Eastern Cape:** Mr L Jama, Tel No: (043) 642 1846
Free State: Ms V Molefe, Tel No: (051) 430 0378
KwaZulu-Natal: Ms N Ngema, Tel No: (033) 845 5003

Limpopo: Mr J Kgole, Tel No: (015) 287 2802

Mpumalanga: Ms N Dlangisa, Tel No: (013) 752 2504

APPLICATIONS : Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za> or sent to the correct address specified as follows:-

Eastern Cape:

Physical address: 11 Hargreaves Avenue, King William's Town, 5600

Free State

Physical Address: 41 Charlotte Maxeke Street, Bloemfontein 9301

KwaZulu-Natal:

Physical address: 181 Church Street, Pietermaritzburg 3209

Limpopo:

Physical Address: 89 Biccard Street, Polokwane, 0699

Mpumalanga:

Physical Address: 29 Bester Street, Nelspruit, 1200

POST NO 3 : **ASSISTANT DIRECTOR: IMMIGRATION SERVICES INSPECTORATE. (4 POSITIONS)**

SALARY LEVEL : An all-inclusive salary package of **R605 742 to R713 535** per annum (Level 10).

CENTRE : **Gauteng: Large Office:** Pretoria (1 Post)

REF NO : **HRMC 38/26/3a**

CENTRE : **KwaZulu-Natal: Large Office:** Zululand (1 Post)

REF NO : **HRMC 38/26/3b**

CENTRE : **Limpopo: Large Office:** Polokwane (1 Post)

REF NO : **HRMC 38/26/3c**

CENTRE : **North West: Large Office:** Rustenburg (1 Post)

REF NO : **HRMC 38/26/3d**

REQUIREMENTS :
• An undergraduate qualification in Law, Public Management, Public Administration, LLB, Policing, Criminology, Forensics, Paralegal, Criminal Justice at NQF level 6 as recognized by SAQA. • A minimum of 3 years' supervisory experience in a law enforcement, Legal or Security environment is required. • Knowledge of the Public Service Regulatory Framework. • Knowledge of Refugee Act and Immigration Act. • Knowledge and understanding of all Acts administered by the Department. • Knowledge and understanding of Criminal Prosecution Act. • Knowledge of International treaties. • Knowledge of the South African Constitution. • Knowledge of Human Resource Regulatory Framework. • A valid driver's license (Code B/C1/C/ EC1). • Valid Public Driver Permit (PDP). • Willingness to travel outside the borders and work extended hours.

Required skills and competencies: • Liaison and interpersonal skills. • Problem Solving Skills. • Customer orientation. • Planning and Organising. • Strong Analytical Skills. • Written and verbal communication. • Diplomacy. • Accountability. • Conflict management and resolution. • Analytical skills. • Communication Skills. • Computer Literacy. • Patriotism, Honesty, Integrity and Accountability.

DUTIES : The successful candidate will be responsible for, amongst others, the following specific tasks: • Manage Inspectorate operations management within the Office/district. • Provide advice and recommendation on immigration transgression cases to the office/region/district. • Represent the department on security cluster forums. • Ensure effective investigations of transgressions of the DHA legislation. • Review quality management (investigation) reports

and take corrective action where required and provide necessary support and leadership to immigration officials under his/her chain of command. • Develop quality assurance and data quality strategies and actions. • Monitor statistics of inspections/investigations within the office/district/Region. • Analyse trends and communicate the information to the Office Manager. Advise the office manager, District Manager Operations and Provincial Manager on immigration matters. • Liaise with Central law enforcement regarding priority and high profile cases, • Liaise and provide support to Counter Corruption on cases that involve their mandate and immigration matters. • Liaise with law enforcement agencies and other relevant stakeholders to ensure smooth and effective processing of cases identified in the Region Assistant Director: Immigration Services Inspectorate Page 3 of 8. • Liaise with deportation unit to effect deportations and oversee the effective, humane and speedy deportation of cases from the office/district/region. • Coordinate information and assist with regards to the investigation of issuing of temporary residence permits/permanent residence permits. • Oversee Court cases involving the office/district/region. • Provide effective oversight and management of Immigration functions within the office/district/region and Provide investigative support to Civic services. • Develop and implementation of policies, procedures, directives, acts and regulations. • Ensure effective risk and compliance management. • Ensure effective and efficient management of human, physical and financial resources within the Unit. • Coach and guide staff on best practices and compliance with regulatory requirements.

ENQUIRIES

: **Gauteng:** Mr P Mlangeni, Tel No: (011) 242 9039
KwaZulu-Natal: Ms N Ngema, Tel No: (033) 845 5003
Limpopo: Mr J Kgole, Tel No: (015) 287 2802
North West: Mr L Appels, Tel No: (018) 397 9908 / 9924 / 9922 / 9915

APPLICATIONS

: Applications compliant with the “Directions to Applicants” above, must be submitted online at <https://erecruitment.dha.gov.za> or sent to the correct address specified as follows:-

Gauteng:

Physical Address: 3rd Floor, Mineralia Building, Cnr De Beer and De Korte Street, Braamfontein, 2017

KwaZulu-Natal:

Physical address: 181 Church Street, Pietermaritzburg 3209

Limpopo:

Physical Address: 89 Biccard Street, Polokwane, 0699

North West:

Physical Address: Cnr Sheppard and Carrington Street, Mafikeng, 2745

POST NO 4

ASSISTANT DIRECTOR: APPEALS, REF NO: HRMC 38/26/4

SALARY LEVEL

: A basic salary of **R605 742 to R713 535** per annum (Level 10).

CENTRE

: Head Office: Tshwane, Immigration Services - Directorate: Appeals

REQUIREMENTS

: • An undergraduate qualification in Law, Public Management, Public Administration, Policing, Criminology, Forensics or Criminal Justice at NQF level 6 as recognized by SAQA. • 3 Years’ experience in Law, Analysis and Interpretation of Information. • Knowledge of the Constitution of the Republic of South Africa. • Knowledge of the Immigration Act, 2002 (Act No.13 of 2002) and Immigration Regulations. • Knowledge of Refugees Act and Refugee Regulations. • Knowledge and understanding of all relevant public service and Departmental Legislative Frameworks, as well as Government Structures • Excellent abilities and experience in project management, project optimization, and the use of online systems. • A valid drivers’ license. • Willingness to travel and work extended hours.

Required skills and competencies: Management and Leadership. • Service delivery innovation, and customer focus. • People management and empowerment. • Financial Management. • Program and project management. • Change management. • Ability to install appropriate processes and systems, as well as enabling technology, to support the Department in efficiently and effectively managing the required work. • Attention to detail. •

Good verbal and written communication, as well as report writing and presentation skills. • Conducting investigations, stakeholder verifications, problem-solving and analysis. • Policy interpretation and implementation. • Influencing, conflict management, negotiation skills and diplomacy. • Knowledge and Information management. • Decision making and initiating action. • Stress management / ability to work under pressure. • Planning, organising and time management. • Coaching and facilitating. • Computer literacy. • Patriotic, Honesty, Integrity and Accountability.

DUTIES : • The successful candidate will be responsible for, amongst others, the following specific tasks: • Contribute to the development and implementation of effective and efficient digital first visa and permit appeal application processes and procedures. • Make recommendations to management on process and reporting improvements. • Manage the processing of visa and permit appeal applications in line with relevant Legislation, Policy, approved Business Processes and Standard Operating Procedures • Ensure that quality assurance and data quality strategies are implemented in the processing of appeal applications. • Quality assure and recommend appeal applications to the next level. • Draft complex appeal reports in relation to visa and permit appeal applications received. • Manage information, and collate and monitor statistics with regards to appeals. • Liaise with internal and external stakeholders regarding appeals-related matters. • Represent the Directorate at various forums. • Ensure the effective implementation of operational objectives and innovations (digital transformation, records- and document management solutions, process improvements and information management and analysis), in order to enhance service delivery. • Implement governance processes, frameworks and procedures. • Ensure effective and efficient management of human, physical and financial resources within the Unit. • Coach and guide staff on best practices and compliance with regulatory requirements.

ENQUIRIES : **Head Office:** Mr W Mamphoke, Tel No: (012) 406 4247

APPLICATIONS : Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za> or imsrecruitment@dha.gov.za

POST NO 5 : **CONTROL IMMIGRATION OFFICER: INSPECTORATE, (24 POSITIONS)**

SALARY LEVEL : A basic salary package of **R413 001** to **R486 501** per annum (Level 8)

CENTRE : **Gauteng: Medium Office:** Kemptonpark (1 Post)

REF NO : **HRMC 38/26/5a**

CENTRE : **Gauteng: Large Office:** Johannesburg (1 Post)

REF NO : **HRMC 38/26/5b**

CENTRE : **Gauteng: Medium Office:** Alexandra (1 Post)

REF NO : **HRMC 38/26/5c**

CENTRE : **Gauteng: Medium Office:** Heidelberg (1 Post)

REF NO : **HRMC 38/26/5d**

CENTRE : **Gauteng: Medium Office:** Sebokeng (1 Post)

REF NO : **HRMC 38/26/5e**

CENTRE : **Gauteng: Medium Office:** Bronkhorstspuit (1 Post)

REF NO : **HRMC 38/26/5f**

CENTRE : **Gauteng: Medium Office:** Randfontein (1 Post)

REF NO : **HRMC 38/26/5g**

CENTRE : **KwaZulu-Natal: Medium Office:** Vryheid (1 Post)

REF NO : **HRMC 38/26/5h**

CENTRE : **KwaZulu-Natal: Medium Office:** Ngotshane (1 Post)

REF NO : **HRMC 38/26/5i**

CENTRE : **KwaZulu-Natal: Large Office:** Uthungulu (1 Post)

REF NO : **HRMC 38/26/5j**

CENTRE : **KwaZulu-Natal: Large Office:** Ethekwini (1 Post)

REF NO : **HRMC 38/26/5k**

CENTRE : **KwaZulu-Natal: Large Office:** Ugu (1 Post)

REF NO : **HRMC 38/26/5l**

CENTRE : **KwaZulu-Natal: Large Office:** Umgungundlovu (1 Post)

REF NO : **HRMC 38/26/5m**

CENTRE : **KwaZulu-Natal: Medium Office:** Ixopo (1 Post)

REF NO : **HRMC 38/26/5n**

CENTRE : **Limpopo: Medium Office:** Molemole (1 Post)

REF NO : **HRMC 38/26/5o**

CENTRE : **Limpopo: Medium Office:** Bochum (1 Post)

REF NO : **HRMC 38/26/5p**

CENTRE : **Limpopo: Large Office:** Mokopane (1 Post)

REF NO : **HRMC 38/26/5q**

CENTRE : **Limpopo: Medium Office:** Vuwani (1 Post)

REF NO : **HRMC 38/26/5r**

CENTRE : **Limpopo: Medium Office:** Groblersdal (1 Post)

REF NO : **HRMC 38/26/5s**

CENTRE : **North West: Large Office:** Rustenburg (1 Post)

REF NO : **HRMC 38/26/5t**

CENTRE : **North West: Large Office:** Klerksdorp (2 Posts)

REF NO : **HRMC 38/26/5u**

CENTRE : **North West: Medium Office:** Lichtenburg (1 Post)

REF NO : **HRMC 38/26/5v**

CENTRE : **North West: Medium Office:** Zeerust (1 Post)

REF NO : **HRMC 38/26/5w**

REQUIREMENTS :
 • A qualification in Law, Public Management, Public Administration, Policing, Criminology, Forensics or Criminal Justice at NQF level 6 as recognized by SAQA • 2 Years' experience in a law enforcement environment • Knowledge of the Immigration Act, Refugees Act, Criminal Procedure Act, and relevant Regulations • Knowledge of International treaties • Knowledge and understanding of all relevant public service and Departmental Legislative Frameworks, as well as Government Structures • A valid drivers' license (Code C1) or C (Code 10) • Valid Public Driver Permit (PDP) • Willingness to travel including outside of the borders of South Africa • Work extended hours.

Required skills and competencies: • Service delivery innovation • Client orientation and customer focus • Excellent interpersonal skills • Problem solving and conflict management • Analytical skills • Planning, organising and time management • Good written and verbal communication skills • Report writing • Computer literacy • Patriotic, Honesty and Integrity.

DUTIES : The successful candidates will be responsible for, amongst others, the following specific tasks: • Provide effective law enforcement, and monitoring of the investigation of illegal foreigners according to the Immigration Act No 13 of 2002 • Supervise, administrate and enforce the detection, tracing, arrest and detention of illegal foreigners within the Country • Ensure effective investigation of cases involving smuggling of migrants, human trafficking and illegal mass production of enabling documents such as birth certificates, travel documents, permits, Visas, Identity documents and theft of face value documents • Assist in dealing with illegal migration facilitated by corruption, and other high profile cases • Appear and testify in court proceedings (both criminal and civil), as well as disciplinary enquiries on

behalf of the Department • Monitor the process of the deportation of illegal foreigners out of the Country to their country of origin • Administrate and implement inspections in loco • Assist in the promotion of a climate in the Country that discourages illegal migration and ensures that illegal foreigners depart the Country either through deportation or voluntarily, in line with applicable Acts and Regulations • Monitor the influx of foreigners residing in the Country and ensure that they have legal documentation • Timeously liaise with all law enforcement agencies and other relevant institutions on the verification of the identity of foreigners who contravene the provisions of applicable Legislation • Administrate the arrest and deportation of illegal foreigners who are unwilling to leave the Country voluntarily, in a lawful manner • Assist in crime combatting operations with other law enforcement agencies • Participate in security cluster forums and case flow management meetings • Prepare reports and statistics as directed • Operate, maintain and safeguard the assigned heavy-duty vehicle as well as designated tools of trade, in accordance with relevant Departmental policy frameworks • Ensure the implementation of Departmental policies and procedures • Maintain relationships with various stakeholders (Internal and External) • Ensure effective and efficient management of human, physical and financial resources within the Unit • Coach and guide staff on compliance with all regulatory requirements.

ENQUIRIES

: **Gauteng:** Mr P Mlangeni, Tel No: (011) 242 9039
KwaZulu-Natal: Ms N Ngema, Tel No: (033) 845 5003
Limpopo: Mr J Kgole, Tel No: (015) 287 2802
North West: Mr L Appels, Tel No: (018) 397 9908 / 9924 / 9922 / 9915

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KwaZulu-Natal:

Physical address: 181 Church Street, Pietermaritzburg 3209

Limpopo:

Physical Address: 89 Biccard Street, Polokwane, 0699

North West:

Physical Address: Cnr Sheppard and Carrington Street, Mafikeng, 2745

POST NO 6

: **IMMIGRATION OFFICER: INSPECTORATE (98 POSITIONS)**

SALARY LEVEL

: A basic salary of **R280 278 to R330 162 per annum** (Level 6).

CENTRE

: **Gauteng: Medium Office: Nigel** (1 Post)

REF NO

: **HRMC 38/26/6a**

CENTRE

: **Gauteng: Medium Office: Brakpan** (1 Post)

REF NO

: **HRMC 38/26/6b**

CENTRE

: **Gauteng: Medium Office: Benoni** (2 Posts)

REF NO

: **HRMC 38/26/6c**

CENTRE

: **Gauteng: Medium Office: Nigel** (1 Post)

REF NO

: **HRMC 38/26/6d**

CENTRE

: **Gauteng: Medium Office: Boksburg** (2 Posts)

REF NO

: **HRMC 38/26/6e**

CENTRE

: **Gauteng: Medium Office: Kemptonpark** (1 Post)

REF NO

: **HRMC 38/26/6f**

CENTRE : **Gauteng: Large Office:** Soweto (2 Posts)

REF NO : **HRMC 38/26/6g**

CENTRE : **Gauteng: Medium Office:** Cresta (1 Post)

REF NO : **HRMC 38/26/6h**

CENTRE : **Gauteng: Medium Office:** Roodepoort (1 Post)

REF NO : **HRMC 38/26/6i**

CENTRE : **Gauteng: TH:** Maponya Mall (1 Post)

REF NO : **HRMC 38/26/6j**

CENTRE : **Gauteng: Medium Office:** Randburg (3 Posts)

REF NO : **HRMC 38/26/6k**

CENTRE : **Gauteng: Medium Office:** Sebokeng (2 Posts)

REF NO : **HRMC 38/26/6l**

CENTRE : **Gauteng: Medium Office:** Van Der Bijl Park (1 Post)

REF NO : **HRMC 38/26/6m**

CENTRE : **Gauteng: Medium Office:** Bronkhorstspuit (2 Posts)

REF NO : **HRMC 38/26/6n**

CENTRE : **Gauteng: Medium Office:** Mamelodi (1 Post)

REF NO : **HRMC 38/26/6o**

CENTRE : **Gauteng: Large Office:** Pretoria (3 Posts)

REF NO : **HRMC 38/26/6p**

CENTRE : **Gauteng: Medium Office:** Krugersdorp (2 Posts)

REF NO : **HRMC 38/26/6q**

CENTRE : **Gauteng: Medium Office:** Carletonville (2 Posts)

REF NO : **HRMC 38/26/6r**

CENTRE : **Kwa-Zulu Natal: Large Office:** Zululand (1 Post)

REF NO : **HRMC 38/26/6s**

CENTRE : **Kwa-Zulu Natal: Medium Office:** Vryheid (1 Post)

REF NO : **HRMC 38/26/6t**

CENTRE : **Kwa-Zulu Natal: Medium Office:** Paulpietiersburg (1 Post)

REF NO : **HRMC 38/26/6u**

CENTRE : **Kwa-Zulu Natal: Large Office:** Ngotshane (1 Post)

REF NO : **HRMC 38/26/6v**

CENTRE : **Kwa-Zulu Natal: Medium Office:** Mbazwana (1 Post)

REF NO : **HRMC 38/26/6w**

CENTRE : **Kwa-Zulu Natal: Medium Office:** Ingwavuma (1 Post)

REF NO : **HRMC 38/26/6x**

CENTRE : **Kwa-Zulu Natal: Medium Office:** Mtubatuba (1 Post)

REF NO : **HRMC 38/26/6y**

CENTRE : **Kwa-Zulu Natal: Medium Office:** Hluhluwe (1 Post)

REF NO : **HRMC 38/26/6z**

CENTRE : **Kwa-Zulu Natal: Large Office: Uthungulu (1 Post)**

REF NO : **HRMC 38/26/6aa**

CENTRE : **Kwa-Zulu Natal: Medium Office: Eshowe (1 Post)**

REF NO : **HRMC 38/26/6ab**

CENTRE : **Kwa-Zulu Natal: Medium Office: Kwadukuza (1 Post)**

REF NO : **HRMC 38/26/6ac**

CENTRE : **Kwa-Zulu Natal: Large Office: Ethekewini (3 Posts)**

REF NO : **HRMC 38/26/6ad**

CENTRE : **Kwa-Zulu Natal: Medium Office: Prospecton (1 Post)**

REF NO : **HRMC 38/26/6ae**

CENTRE : **Kwa-Zulu Natal: Large Office: Ugu (1 Post)**

REF NO : **HRMC 38/26/6af**

CENTRE : **Kwa-Zulu Natal: Large Office: Umgungundlovu (1 Post)**

REF NO : **HRMC 38/26/6ag**

CENTRE : **Kwa-Zulu Natal: Medium Office: Hanover (1 Post)**

REF NO : **HRMC 38/26/6ah**

CENTRE : **Kwa-Zulu Natal: Medium Office: Ixopo (1 Post)**

REF NO : **HRMC 38/26/6ai**

CENTRE : **Kwa-Zulu Natal: Medium Office: Mzimkhulu (1 Post)**

REF NO : **HRMC 38/26/6aj**

CENTRE : **Kwa-Zulu Natal: Medium Office: Bulwer (1 Post)**

REF NO : **HRMC 38/26/6ak**

CENTRE : **Kwa-Zulu Natal: Medium Office: Kokstad (1 Post)**

REF NO : **HRMC 38/26/6al**

CENTRE : **Kwa-Zulu Natal: Large Office: Amajuba (1 Post)**

REF NO : **HRMC 38/26/6am**

CENTRE : **Kwa-Zulu Natal: Medium Office: Umsinga (1 Post)**

REF NO : **HRMC 38/26/6an**

CENTRE : **Kwa-Zulu Natal: Medium Office: Nqutu (1 Post)**

REF NO : **HRMC 38/26/6ao**

CENTRE : **Kwa-Zulu Natal: Medium Office: Ladysmith (1 Post)**

REF NO : **HRMC 38/26/6ap**

CENTRE : **Kwa-Zulu Natal: Medium Office: Escort (1 Post)**

REF NO : **HRMC 38/26/6aq**

CENTRE : **Limpopo: Medium Office: Mankweng (1 Post)**

REF NO : **HRMC 38/26/6ar**

CENTRE : **Limpopo: Medium Office: Molemole (1 Post)**

REF NO : **HRMC 38/26/6as**

CENTRE : **Limpopo: Medium Office: Sheshego (1 Post)**

REF NO : **HRMC 38/26/6at**

CENTRE : Limpopo: Medium Office: Bochum (1 Post)

REF NO : **HRMC 38/26/6au**

CENTRE : Limpopo: Large Office: Polokwane (2 Posts)

REF NO : **HRMC 38/26/6av**

CENTRE : Limpopo: Medium Office: Lebowakgomo (1 Post)

REF NO : **HRMC 38/26/6aw**

CENTRE : Limpopo: Large Office: Mokopane (2 Posts)

REF NO : **HRMC 38/26/6ax**

CENTRE : Limpopo: Medium Office: Modimolle (2 Posts)

REF NO : **HRMC 38/26/6ay**

CENTRE : Limpopo: Medium Office: Ipeleng / Thabazimbi (1 Post)

REF NO : **HRMC 38/26/6az**

CENTRE : Limpopo: Medium Office: Lephalale (1 Post)

REF NO : **HRMC 38/26/6aaa**

CENTRE : Limpopo: Large Office: Jane Furse (2 Posts)

REF NO : **HRMC 38/26/6aab**

CENTRE : Limpopo: Medium Office: Groblersdal (1 Post)

REF NO : **HRMC 38/26/6aac**

CENTRE : Limpopo: Large Office: Giyani (1 Post)

REF NO : **HRMC 38/26/6aad**

CENTRE : Limpopo: Medium Office: Tzaneen (2 Posts)

REF NO : **HRMC 38/26/6aae**

CENTRE : Limpopo: Medium Office: Phalaborwa (1 Post)

REF NO : **HRMC 38/26/6aaf**

CENTRE : Limpopo: Medium Office: Sekororo (1 Post)

REF NO : **HRMC 38/26/6aag**

CENTRE : Limpopo: Large Office: Thohoyandou (2 Posts)

REF NO : **HRMC 38/26/6aah**

REF CENTRE : Limpopo: Medium Office: Dzanani (2 Posts)

REF NO : **HRMC 38/26/6aai**

REF CENTRE : Limpopo: Medium Office: Mutale (1 Post)

REF NO : **HRMC 38/26/6aaj**

REF CENTRE : Limpopo: Medium Office: Vuwani (1 Post)

REF NO : **HRMC 38/26/6aak**

CENTRE : North West: Large Office: Rustenburg (2 Posts)

REF NO : **HRMC 38/26/6aal**

CENTRE : North West: Medium Office: Mankwe (2 Posts)

REF NO : **HRMC 38/26/6aam**

CENTRE : North West: Medium Office: Madikwe (1 Post)

REF NO : **HRMC 38/26/6aan**

CENTRE : **North West: Large Office:** Klerksdorp (3 Posts)

REF NO : **HRMC 38/26/6aao**

CENTRE : **North West: Medium Office:** Potchefstroom (1 Post)

REF NO : **HRMC 38/26/6aap**

CENTRE : **North West: Medium Office:** Ganyesa (1 Post)

REF NO : **HRMC 38/26/6aaq**

CENTRE : **North West: Medium Office:** Zeerust (1 Post)

REF NO : **HRMC 38/26/6aar**

CENTRE : **North West: Large Office:** Mmabatho (3 Posts)

REF NO : **HRMC 38/26/6aas**

CENTRE : **North West: Medium Office:** Atamelang (1 Post)

REF NO : **HRMC 38/26/6aat**

REQUIREMENTS : An undergraduate qualification in Law, Public Management, Public Administration, Policing Criminology, Forensics or Criminal Justice at NQF level 6 as recognised by SAQA is required. • Basic understanding of the Refugees Act and Immigration Act. • Basic understanding of South African Constitution. Basic understanding the Immigration Act. • Basic understanding Public Service Regulatory Framework. • A valid driver's license (Code B/C1/C/ EC1). • Valid Public Driver Permit (PDP). • Willingness to travel outside the borders and work extended hours

Required skills and competencies: Liaison and interpersonal skills. • Problem Solving Skills. • Customer orientation. • Planning and Organising. • Strong Analytical Skills. • Computer Literacy. • Written and verbal communication. • Diplomacy. • Patriotic, Honesty and Integrity.

DUTIES : The successful candidate will be responsible for, amongst others, the following specific tasks:

- Effective enforcement of the Immigration Act 13 of 2002 as amended and other Legislation.
- Detect, trace, detain and prosecute illegal foreigners within the country. • Process the deportation of illegal foreigners out of the country to their country of origin. • Provide support on law enforcement investigations and anti-corruption cases. • Conduct inspections in loco with or without warrant as allowed by law. • Conduct investigations on any transgressions of the Immigration Act, 2002, the Refugee Act, 1998 or other departmental legislation. • Enable prosecutions of transgressions of departmental legislation and the Criminal Procedure Act.
- Issue notices to appear in front of the Director-General to transgressors. • Process and present evidence in court and Departmental cases. • Issue admission of guilt to fines to transgressors. • Conduct interviews and investigation of foreigners who are suspected to be illegal in the transgressors. • Process the application and the extensions of detention warrants. • Monitor the records of all cases. • Monitor the influx of foreigners residing in the country with no legal documentation. • Implement incidental matters ensure that the identity of illegal foreigner who are arrested, detained or convicted. • Conduct arrests and deporting of illegal foreigners who are unwilling to leave the country voluntarily. • Participate in training session that will enable advanced knowledge and understanding in detecting illegal foreigners in line with Immigration Act.No13 of 2002 as amended and enforcing departmental legislation. • Ensure compliance with the terms and conditions of permits. • Participate in the processing of illegal foreigners for deportation to their country of origin. • Participate in law enforcement operations with other security cluster agencies. • Provide expert evidence and statement to support law enforcement and crime combatting investigation efforts that require departmental evidence. • Participate in regular training and personal development to be able to undertake the tasks as an effective law enforcement peace office. • Conduct deportation processes and keep records of foreigners (legal and illegal) in the country. Safe keep, maintain and manage state properties and assets. • Implement policies and procedures in line with the approved Framework. • Monitor individual resources (Physical).

ENQUIRIES : **Gauteng:** Mr P Mlangeni, Tel No: (011) 242 9039

KwaZulu-Natal: Ms N Ngema, Tel No: (033) 845 5003

Limpopo: Mr J Kgole, Tel No: (015) 287 2802

North West: Mr L Appels, Tel No: (018) 397 9908 / 9924 / 9922 / 9915

APPLICATIONS

: Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za> or sent to the correct address specified as follows:-

Gauteng:

Physical Address: 3rd Floor, Mineralia Building, Cnr De Beer and De Korte Street, Braamfontein, 2017

KwaZulu-Natal:

Physical address: 181 Church Street, Pietermaritzburg 3209

Limpopo:

Physical Address: 89 Biccard Street, Polokwane, 0699

North West:

Physical Address: Cnr Sheppard and Carrington Street, Mafikeng, 2745