

OFFICE OF THE PUBLIC SERVICE COMMISSION

The Office of the Public Service Commission (OPSC) is an equal opportunity representative employer. Therefore, the OPSC is intentional in promoting representivity (race, gender and disability) in the Public Service through filling these positions in line with the approved Employment Equity Plan. All candidates whose appointment/transfer/promotion will promote representativeness are encouraged to apply. Preference will be given to Coloureds, Indians, Whites and persons with disabilities. An indication of representativeness profile by applicants will expedite the processing of applications.

- APPLICATIONS** : You can apply on www.psc.gov.za under “vacancies”. Forward your application/s stating the relevant reference number to: The Acting Director-General, Office of the Public Service Commission, Private Bag X121, Pretoria, 0001 or hand-deliver at Commission House, Office Park Block B, 536 Francis Baard Street, Arcadia, Pretoria.
- FOR ATTENTION** : Mr M Mabuza
- CLOSING DATE** : 05 June 2026; 15h30
- NOTE** : Applications must consist of a) A fully completed and signed PDF Z83 application form which came into effect on 1 January 2021 and can be downloaded at www.dpsa.gov.za-vacancies). b) A recent comprehensive PDF CV with a minimum of three (3) contactable referees with their telephone numbers and email addresses. Only shortlisted candidates will be required to bring certified copies of ID, drivers' license and qualifications on or before the interviews. Should you be in possession of a foreign qualification(s), it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). The successful candidate will be required to obtain a top-secret clearance issued by the State Security Agency. The OPSC will verify the qualifications and conduct personnel suitability checks on recommended candidates. Correspondence will be limited to shortlisted candidates only, thus, if you have not been contacted within 3 months from the closing date of this advertisement, please accept that your application was unsuccessful. Please take note that late applications will not be considered and the OPSC will not be held liable. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Following the interview and technical exercise on SMS posts, the Selection Committee will recommend a candidate/s to attend a generic managerial competency assessment (in compliance with the DPSA Directives on the competency-based assessments). The competency will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Note (A pre-entry certificate (Nyukela) obtained from the National School of Government (NSG) prior appointment for all SMS appointments is required). Applicants are advised against the use of the old Z83 application form which was valid until 31 December 2020 because it will render such application/s invalid. All shortlisted candidates must avail themselves on the date and time determined by the OPSC. The OPSC reserves the right to fill or not fill any vacant post.

OTHER POST

- POST 17/103** : **ASSISTANT DIRECTOR: SECURITY SERVICES REF NO: ASD: SS/05/2026**
This is a re-advertisement, applicants who previously applied are encouraged to re-apply.
- SALARY** : R487 197 per annum (Level 09)
- CENTRE** : Public Service Commission National Office, Pretoria
- REQUIREMENTS** : Ideal candidate's profile: The successful candidate must have an appropriate recognized Bachelor's Degree, B. Tech/ Advanced Diploma (NQF 7) in the field of Security Management. Must be in a possession of Grade A PSIRA certificate. Completion of SSA Security Advisory Course will be an added advantage. 3-5 years' supervisory experience as Senior Security Officer. Must have Computer skills in MS Office Suite, including Word, Excel, PowerPoint and Outlook. Good communication and writing skills. Problem solving and organising ability. Good interpersonal skills. Must be assertive, trustworthy, ethical and professional. Must be self-driven, creative, results-oriented and meticulous. Ability to work both independently and as part of a team. Ability to work under pressure and maintain a high level of confidentiality. Must have knowledge of Security prescripts, procedures and Security technologies. An understanding of the

Constitutional Values and Principles (CVPs) in Section 195 and how these CVPs contribute towards effective public service delivery. An understanding of how this post supports the role of the Public Service Commission (PSC) regarding the CVPs. Must have a valid driver's license (with exception of disabled applicants).

DUTIES

: Administration of personnel, documents, communication, information and physical security. Develop and maintain a security awareness programme. Conduct Security Threats and Risk Assessments. Forge relations with external security Agencies and other organs of state. Develop, implement and review Security Policies. Responsible for People Management.

ENQUIRIES

: Mr Zola Tshatshelo Tel No: (012) 352 1106