



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

Private Bag X 7267, Witbank, 1035,
Old Verena Road, Paxton, Witbank, 1035,
Tel: (013) 656 8600

DEPARTMENT OF CORRECTIONAL SERVICES
CLOSING DATE: 15 SEPTEMBER 2023 @ 15H45

CONTRACT WORKER'S POSTS X20: WITBANK MANAGEMENT AREA

TAILORING/SEWING (TWELVE MONTHS CONTRACT)[20 POSTS]

SALARY: R220 533.00 PER ANNUM (PLUS 37% IN LIEU OF BENEFITS) LIMPOPO, MPUMALANGA AND NORTH WEST REGION:

Witbank Management Area: Witbank Correctional Centre (Ref: LMN 2023/08/01)

Requirements: Matric or equivalent qualification and 5 years' working experience and exposure in textile industry will be an added advantage. Skills in facilitation assessor and moderation will also be an added advantage. Computer literate.

Competencies and attributes: Innovation. Problem solving and analysis. Client orientation and customer focus. Communication. Honesty and integrity. Ability to create, read, and follow patterns. Working knowledge of sewing machine mechanics. Outstanding eyesight or utilisation of corrective measures. Innovative, thoughtful, and attentive to detail, interpersonal skills. Ability to manage your time effectively.

Responsibilities: Industrial sewing machine operator, construct, alter attire and other pieces. Use patterns, intuition, or both, depending on each task's specifications. To improve productivity. Pattern cutting, laying out and cutting fabric, basic seams allowances and stitching, to join garment/clothes, lining, basting and gathering, top stitching, darts, buttonholes, lapped zip, hem, and reinforce materials using an industrial sewing machine. Select a pattern for sewing, determine what type of fabric to use, and adjust equipment to ensure it is capable of creating the intended product.

Note: Before you apply: All costs associated with an application will be borne by the applicant. The Department of Correctional Services is an equal opportunity employer. The Department will take into consideration the objectives of Section 195 (1) (i) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) and the Employment Equity Act, 1998 (Act 55 of 1998) in filling of these vacancies. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. In support of this strategy, applicants need to indicate race, gender and disability status on the application form/CV. Applicants who have retired from the Public Service with a specific determination that they cannot be re-appointed or have been declared medically unfit will not be considered.

Please take note that correspondence will only be conducted with the shortlisted candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application is unsuccessful. Please do not call the Department to enquire about the progress of your application.

Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification, and criminal records verification. Appointment to some of these posts will be provisional, pending the issue of a security clearance. If you cannot get a security clearance, your appointment will be re-considered/possibly terminated. Finger prints may be taken on the day of interview.

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

Applications: Must be submitted on a new Z83 form (Public Service Application form), obtainable from any Public Service Department, and must be completed in full. **Only a comprehensive CV should be attached to your application form. Only shortlisted candidates will be required to submit certified copies not older than six (6) months of qualifications and other related documents on or before the day of the interview.** Please send a separate and complete application for each post you apply for, stating the correct reference for each position you are interested in. **Faxed and emailed applications will not be accepted** - Candidates must comply with the minimum appointment requirements - CVs should be aligned to reflect one's degree of compliance with the advert requirements and responsibilities. It is the sole responsibility of an applicant to ensure that their application reaches DCS before the stipulated closing date and time.

NB: Indicate the reference number and position you are applying for on your application form (Z83) and post your complete application to the address as indicated below:

Witbank Management Area: Area Commissioner's Office

Postal Address: Area Coordinator: Corporate Services, Department of Correctional Services, Private Bag X 7267, Witbank, 1035, Old Verena Road, Paxton, Witbank, 1035.

Contact persons: Mrs. Georgina Mashiane 013 656 8770 / Ms. Sindiswa Sithole 013 656 8771 / Mr. Sam Mabunela at 013 656 8771.

Physical Address: Old Verena Road, Paxton, Witbank, 1035.