
DIRECTORATE
SAFETY AND SECURITY

DEPARTMENT
Public Safety Training
College

SALARY

TCOE: R1 370 030 p.a (T16)

REFERENCE NUMBER

SS 60/26 EXT

CLOSING DATE

25.09.2026

ELIGIBILITY

Internal and External

Head of Department - Higher Education

Requirements

- Master's Degree with preference for a qualification in Adult Education, Law and Police Management or an equivalent
- 8 years or more experience at a large Accredited training facility
- Registered Assessor and Moderator
- Qualification in ODET
- Computer literacy
- A valid drivers' licence
- No criminal record or illicit activity recorded
- Have knowledge of relevant National Legislation and Council's Policies (SAQA, SETA, Adult Learning etc.)

SPECIAL CONDITIONS ATTACHED TO THE POST

- 24-hour standby duties

Key Performance Areas

- Manage, lead and coordinate the day-to-day activities of the training and development function of the Safety and Security Training College to ensure that training and development within the safety and Security Training College complies with norms and standards.
- To ensure that training provided at the College consistently meets or exceeds industry standards by researching, implementing and monitoring new training activities and practices.
- Coordinate administrative needs and management of the Training College and its resources.
- Manage personnel and performance within the Training & Development Division: lead and motivate staff.
- Ensure sound stakeholder relations with SAPS, RMTC, SAQA, NQF, other Metro Police Departments, Service Providers and Institutions of Higher Learning: Engagement with external stakeholders.
- Manage training and skills development and the transfer of skills and knowledge.

How to Apply



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By submitting your application for a position at the City of Cape Town, you are consenting to the use of your personal information provided as part of your application and/or Recruitment process for Recruitment and Selection purposes. In addition, you may be required to undergo, including but not limited to, Criminal and Security Checks, Personal Verification, and Lifestyle Audits, throughout your recruitment process and/or subsequent employment.

Certified copies of qualifications must be available on request. Applicants are respectfully informed that, if no notification of appointment is received within three months of the closing date, they must accept that their applications were unsuccessful



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