

Government application check

Keep this beside you while reading the vacancy advert.

VACANCY DETAILS

- Department or public entity is correct.
- Post title, centre and reference number are copied exactly.
- Closing date, time and submission method are confirmed.

YOUR APPLICATION

- Use the current official Z83 when the advert requires it.
- Complete all compulsory fields and sign where required.
- Tailor the CV to truthful evidence relevant to the advertised duties.
- Include supporting or certified documents only as that advert instructs.

BEFORE SENDING

- Use the stated portal, email, postal or hand-delivery address.
- Name files clearly, keep a copy and record the submission in your tracker.

Pause before you trust the advert

A genuine-looking logo or WhatsApp message is not proof.

RED FLAGS

- An application, interview, placement, uniform or training fee is requested.
- The link uses a misspelled or unrelated domain instead of the organisation's official site.
- The recruiter communicates only through WhatsApp and pressures you to act immediately.
- The offer promises unusually high pay without a normal application or interview process.

VERIFY SAFELY

- Find the opportunity again from the organisation's official homepage.
- Compare the reference number and closing date with the official notice.
- Do not send banking passwords, PINs or one-time passwords.
- Report suspicious government-job messages through the affected organisation's official fraud channel.

OFFICIAL STARTING POINTS

- DPSA vacancy circulars: dpsa.gov.za/newsroom/psvc/
- Official Z83: gov.za/sites/default/files/Z83.pdf
- SA Youth information: nyda.gov.za/Opportunities/SA-Youth-Network.html