



REPUBLIC OF SOUTH AFRICA
OFFICE OF THE CHIEF JUSTICE

Office of the Chief Justice Internship Programme
2015/2016
GAUTENG
Duration: 1 year (12 months)

The Office of the Chief Justice (OCJ) is offering internship opportunities to provide South African matriculants and graduates with the opportunity to gain workplace experience in the field of work that they have studied. The OCJ is an equal opportunity, affirmative action employer. Candidates with disabilities are encouraged to apply.

| Division | Qualification | Stipend | Ref Number |
|---|--|----------------|--------------------|
| Court Administration | A Legal Qualification | R3500.00 | 2015/52/OCJ |
| South African Judicial Education Institute | Diploma or Degree in Event Management/Communication/Public Relations/Marketing | R3500.00 | 2015/53/OCJ |
| | Machine Operator ABET/Matric | R3000.00 | 2015/54/OCJ |
| Internal Audit | Diploma/Degree Internal Audit or Commerce | R3500.00 | 2015/55/OCJ |
| Strategy, Monitoring, Evaluation and Reporting | BA or BAdmin | R3500.00 | 2015/56/OCJ |
| Private Office of the Chief Justice | Legal Qualification | R3500.00 | 2015/57/OCJ |

CLOSING DATE: 24 April 2015

Requirements: Applicants that wish to apply for internship must have valid matriculation certificates. For all the other internships the applicants must be graduates in any fields listed above. Applicants must be submitted on a Z83 form, obtainable from any Public Service Department, stating the field to which the Interns is applying from the above list, a CV together with certified copies of matriculation certificate and certificates, transcripts as well as Identity document. Failure to submit required documents will result in the application not being considered.

A pre-employment security screening will be conducted on RSA citizenship, criminal record, credit record and verification of qualification. The outcome of this screening will be considered to determine suitability for employment.

Who should apply?

Unemployed South African matriculants and graduates, with a tertiary qualification in one of the above mentioned fields of study, who has not been previously employed under any internship programme.

Note: Candidates that wish to apply for internship outside their respective Regions must be willing and able to find their own accommodation considering that they will not earn a salary but only a stipend. **Persons with disabilities are also encouraged to apply.** Shortlisted candidates will be required to attend an interview to determine their suitability. Correspondence will be limited to short listed candidates only. **If you have not been contacted within 3 months of the closing date, please accept that your application was unsuccessful.**

Enquiries: HR Directorate Tel. 011 838 2010, **NOTE: Separate applications must be made for each position which you are applying for and quoting the relevant reference number for the centre of your choice**

Direct your application to addresses indicated below:

The Office of the Chief Justice **Edura House, 41 Fox Street, Johannesburg, 2001, Private Bag X10, Marshalltown, 2000**