



OFFICE OF THE CHIEF JUSTICE  
REPUBLIC OF SOUTH AFRICA

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The President of the Republic of South Africa proclaimed, by Proclamation No 44 of 2010, the establishment of the Office of the Chief Justice (OCJ) as a National Department on 23 August 2010 to support the Chief Justice as the Head of the Judiciary and the Head of the Constitutional Court. The services of the following dynamic person are required to capacitate the Office:

**REFERENCE NO** : 2016/90/OCJ

**POST** : LAW RESEARCHER

**CENTRE** : NATIONAL OFFICE (SAJEI)

**LEVEL** : 9

**SALARY** : R 289 761.00 - R 350 025.00 per annum. The successful candidate will be required to sign a Performance Agreement.

**REQUIREMENTS:**

- An LLB Degree or four year recognised legal degree;
- A minimum of 3 years legal research experience;
- A valid driver's licence;
- Advanced Computer literacy;
- Report writing experience.

**KEY RESPONSIBILITY AREAS:**

- To provide technical and legal research support to SAJEI.
- To gather and analyze research data relevant to the training of the Judiciary;
- To develop research database that will contribute to the overall objectives of SAJEI;
- To develop research implement SAJEI research agenda;
- To identify best practices in judicial education and advice the management accordingly;
- To manage and maintain a research repository for SAJEI;
- To conduct detailed mapping of the new South African legislation and identify areas of training for the judiciary;
- To liaise with Regional and International research bodies on continuing judicial education;
- To ensure compliance with PFMA;

- Perform other duties as directed;
- Editing and formatting of material will be advantageous.

**SKILLS AND COMPETENCIES:**

- Innovative and self-driven;
- Ability to work under pressure;
- Networking ability;
- Excellent communication skills;
- Effective stakeholders management;
- Problem solving and analysis;
- People management and empowerment;
- Financial management;
- Programme and Project Management;
- Knowledge Management.

**ENQUIRIES:** Ms Poso Mogale 📞 (011) 838 2010

**APPLICATIONS:** Quoting the relevant reference number, direct your application to:  
The Director: Human Resources, Office of the Chief Justice, Private Bag X10,  
**MARSHALLTOWN**, 2107. For the attention of HR Directorate. Applications  
can also be hand delivered to the Office of the Chief Justice, Human  
Resource Management, 13<sup>th</sup> floor, Edura House, 41 Fox Street,  
Johannesburg.

**CLOSING DATE:** **18 MARCH 2016**

**NOTE:** In the filling of the advertised posts, the objectives of the Constitution of South Africa, 1996 and the staffing policy of the Public Service broadly will be taken into consideration. Applications must be submitted on Form Z83, obtainable from any Public Service Department. A Z83 & CV must be accompanied by certified copies of qualifications, identity document and driver's license. A SAQA evaluation report must accompany foreign qualifications. Applications that do not comply with the above mentioned requirements will not be considered.

The Office of the Chief Justice is an equal opportunity employer. In the filling of vacant posts the objectives of section 195 (1)(i) of the Constitution of South Africa, 1996 (Act 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. The successful candidate/s will be subjected to Pre Vetting (Pre-Screening) Financial records will only be checked and considered for applicants applying for Finance related posts. Upon appointment applicants will be subjected to vetting with the purpose of determining their security competency.

All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job.

If you do not hear from us within 3 months of this advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill these positions.

Please refer to the Recruitment Policy in terms of relocation and resettlement enquiries.

**We welcome applications from persons with disAbilities** 