



OFFICE OF THE CHIEF JUSTICE
REPUBLIC OF SOUTH AFRICA

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 : 2015/181/OCJ

POST : DIRECTOR: COMMUNICATIONS

CENTRE : NATIONAL OFFICE (JOHANNESBURG)

SALARY : R 864 177.00 - R 1 017 972.00 per annum (all-inclusive remuneration package). The successful candidate will be required to sign a Performance Agreement.

REQUIREMENTS:

- An appropriate Communication qualification(NQF level 7) as recognised by SAQA or equivalent related Degree to Communication.
- 5 years of experience at middle/senior managerial level as per DPSA directive.
- Extensive experience in the corporate communications (internal and external), public relations and event management.
- Experience in developing and implementing strategies relevant to communication.
- Practical knowledge in corporate identity and branding.
- Proven experience as a specialist in communication environment preferably with experience within the public sector environment.
- Understanding of government protocol.
- Ability to liaise with various stakeholders.
- Understanding of the judicial system, will be an added advantage.
- Understanding and experience in Project Management.
- Excellent business writing and public speaking skills.
- Advanced computer literacy, including knowledge of desktop publishing, graphic design and website.
- A valid drivers licence.

KEY RESPONSIBILITY AREAS:

- Develop, implement and monitor the OCJ communication and public relations strategy.
- Develop communication plans to ensure sound strategic positioning of the OCJ brand and management of relations with stakeholders.
- Coordinate the publication and manage the distribution of major OCJ reports.
- Ensure the development of the Annual Report of OCJ
- Manage corporate identity, branding and marketing of the Judiciary and Office of the Chief Justice.
- Provide internal and external communication management services.
- Promote stakeholder relations and outreach initiatives.
- Develop and implement event management plan.
- Maintain media monitoring and rapid response service
- Manage all resources allocated to Communication Unit and ensure relevant reporting.
- Provide relevant support to the Spokesperson of the Judiciary

CORE MANAGEMENT COMPETENCIES:

- Strategic Capability and Leadership
- People Management and Empowerment
- Change management
- Customer focus
- Communication
- Financial management
- Service Delivery Innovation
- Problem Solving and Analysis

ENQUIRIES: Ms Charmaine Gideon ☎ (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, 13th floor, E dura House, 41 Fox Street, Johannesburg.

CLOSING DATE: **20 NOVEMBER 2015**

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 candidates selected for SMS posts must undergo competency assessment test after the interview.

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

