



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 3 September 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: 2015/124/FS/OCJ

POST: SECURITY OFFICER

CENTRE: FREE STATE HIGH COURT: BLOEMFONTEIN

PACKAGE: R92 919.00 – R 109 458.00 per annum. The successful candidate will be required to sign a performance agreement.

REQUIREMENTS:

- Grade 12
- Two years security experience
- Registration with PSIRA;
- Grade C, Private Security Industry Regulatory Authority (PSIRA) ;

SKILLS AND COMPETENCIES:

- Good communication(Verbal and written) skills;
- Computer Literacy (MS Office)
- Problem solving skills;
- Interpersonal relations;
- Analytical thinking skills;
- Planning, Organising and Controlling skills.

DUTIES:

- Security Control Room Operations,
- Perform access control functions,
- Ensure and protect Departmental documents and stores and ensure that it does not leave or enter the building premises unauthorized,
- Ensure safety in Departmental buildings and or premises,
- Rendering access control services at all security controlled areas,
- Implementation of Safety Regulations.
- Manage control room, oversee the activity of the private security
- Issue access cards and retrieve, save security breaches.

ENQUIRIES: Ms MA Luthuli ☎ (051) 407 1800

APPLICATIONS: Quoting the relevant reference number, direct your application to: The Provincial Head, Private Bag X20578, BLOEMFONTEIN, 9300 **OR PHYSICAL**

ADDRESS: Office of the Chief Justice Service Centre, 53 Colonial Building, Charlotte Maxeke Street, BLOEMFONTEIN, 9301.


CLOSING DATE: 24 JULY 2015

NOTE: In the filling of the advertised posts, the objectives of the Constitution of South Africa Act, 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 SA, 1996 (Act 108 of 1996), the EE imperatives as defined by the Employment Equity Act, 1998 (Act 55 of 1998) and relevant HR policies of the Department will be taken into consideration. Successful candidates may be required to undergo security clearance.

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 

HEAD: INTERGRATED HUMAN RESOURCES MANAGMENT