



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:

- POST** : **SENIOR COURT INTERPRETER (3 POSTS)**
- SALARY** : R 211 194.00 – R 248 781.00 per annum. The successful candidate will be required to sign a performance agreement.
- CENTRE** : **Polokwane High Court (1 post), Ref no: 2016/226/OCJ**
Northern Cape High Court: Kimberley (2 posts), 1 Re-advert, 1 newly created (Applicants who previously applied are welcome to re-apply) Ref no: 2016/227/OCJ
- REQUIREMENTS** : Diploma: Legal Interpreting at NQF level 5 or equivalent qualification and three (3) years practical experience in Court Interpreting / Grade 12 or NQF Level 4 qualification and ten (10) years practical experience in Court Interpreting; Proficiently in English and two or more indigenous languages; A valid driver's license will be an added advantage. Knowledge of any foreign language will be an added advantage; Candidates will be required to undergo oral and written languages proficiency testing. **Skills and Competencies:** Excellent communication skills; Computer literacy; Good interpersonal relations; Ability to work under pressure and solve problems; Customer services; Planning and organizing skills; Confidentiality; Analytical thinking;
- DUTIES** : To render interpreting services; Translate legal documents and exhibits; Develop Terminology; Assist with the reconstruction of Courts Records; Perform specific Line and Administrative Support Functions; Control and supervision of Interpreters.
- APPLICATIONS:** Quoting the relevant reference number, direct your application to the following addresses:
- LIMPOPO:** Provincial Head, OCJ Service Centre, Limpopo, Private Bag X9693, POLOKWANE, 0700 or Physical Address: High Court Of South Africa: Limpopo Division, Polokwane, 36 Biccard & Bodenstein Street, Polokwane, 0699. **Enquiries: Mr J.H Maluleke ☎ (015) 230 4000.**
- NORTHERN CAPE:** The Human Resources Management: High Court, The Office of the Chief Justice, Private Bag X5043, KIMBERLEY. Application can also be hand delivered to: Ms S Ruthven, High Court, Sol Plaatje Drive, Room B107, kimberley. **Enquiries: Ms R Ruthven ☎ (053) 807 2733**
- CLOSING DATE:** **5 AUGUST 2016**

NOTE:

Separate applications to be completed for each post (quote the relevant reference number).

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 