



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 persons are required to establish the Office:

- POST** : SENIOR COURT INTERPRETER (5 POSTS)
(Candidates who previously applied need to re-apply as previous applications will not be considered).
- SALARY** : R226 611.00 – R266 943.00 per annum. The successful candidate will be required to sign a performance agreement.
- CENTRE** : BISHO HIGH COURT, REF NO: 2017/109/OCJ
BLOEMFONTEIN HIGH COURT, REF NO: 2017/110/OCJ
DURBAN HIGH COURT, REF NO: 2017/111/OCJ
MAHIKENG HIGH COURT, REF NO: 2017/112/OCJ
WESTERN HIGH COURT, REF NO: 2017/113/OCJ
- LEVEL** : 7
- REQUIREMENTS** : Grade 12 and a Diploma: Legal Interpreting at NQF level 5 or equivalent qualification and a minimum of 3 years practical experience in Court Interpreting or Grade 12 / 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; Listening skills; Ability to work under pressure.
- DUTIES** : Render Interpreting services in criminal court, civil court, labour and Quasi proceedings; interpreting during consultation; Translate legal documents and exhibits; Assist with reconstruction of court records; Develop terminology; Coin words; Control and supervision of interpreters, perform specific line and administrative support functions to the Judiciary, Court Manager and supervisor.
- APPLICATIONS:** **EASTERN CAPE:** Quoting the relevant reference number, direct your application to: The OCJ Provincial Head, Office of the Chief Justice, Private Bag X1, Vincent, 5247, East London. Applications can also be hand delivered to, Office of the Chief Justice Provincial Service Centre, 59 Western Avenue, Sanlam Park Building, 2nd Floor Vincent, East London. **Enquiries: Ms N Biko ☎ (043) 726 8580/5217.**
- BLOEMFONTEIN:** Quoting the relevant reference number, direct your application to: The OCJ Provincial Head, Private Bag X20612, Bloemfontein, 8300. Applications can also be hand delivered to, Office of the Chief Justice Provincial Service Centre, Cnr President Brand and Fontein Street, Bloemfontein. **Enquiries: Ms M Luthuli (051) 406 8191.**
- KWAZULU-NATAL:** Quoting the relevant reference number, direct your application to: The OCJ Provincial Head, Private Bag X54372, Durban, 4000. Applications can also be hand delivered to, Office of the Chief Justice Provincial Service Centre 3rd floor, 2 Devonshire place, Off Anton Lembede Street, Durban. **Enquiries: Ms L Marrie (031) 372 3167.**

NORTH WEST: MAHIKENG: Quoting the relevant reference number, direct your application to: The OCJ Provincial Head, Private Bag X2033, MMabatho, 2735. Applications can also be hand delivered to, Office of the Chief Justice Provincial Service Centre, 22 Molopo Road, Ayob Gardens, Mafikeng. **Enquiries: Mr ML Moetanelo (018) 397 7064.**

WESTERN CAPE: Quoting the relevant reference number, direct your application to: The OCJ Provincial Head, Private Bag X9020, Cape Town, 8000. Applications can also be hand delivered to, Office of the Chief Justice Provincial Service Centre, 30 Queen Victoria Street, Cape Town. **Enquiries: Ms M Baker (021) 469 4000.**

CLOSING DATE : 6 OCTOBER 2017

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 

