



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 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 is required to capacitate the Office:

REFERENCE: 2015/89/OCJ

POST: ASSISTANT DIRECTOR: Communications

CENTRE: NATIONAL OFFICE

SALARY: R 270 804 – R 327 126 per annum. The successful candidate will be required to sign a performance agreement.

REQUIREMENTS:

- Degree/ National Diploma in Journalism/Communication or equivalent qualification;
- 3 years experience in a media liaison environment;
- Proficiency in at least two official languages;
- A valid driver's license.

Skills and competencies:

- Communication skills (verbal and written);
- Advanced writing and editing skills;
- Computer skills;
- Interpersonal skills;
- Ability to work under pressure;
- Creative and analytical skills.

KEY PERFORMANCE AREAS:

- Develop and facilitate implementation of targeted communication strategies for the Department;
- Monitor, evaluate and take corrective action on the implementation of targeted communication strategies;
- Manage media monitoring processes and analysis of communication environment;
- Coordinate the production of monthly and quarterly media analysis reports;
- Ensure effective use of the Department's new media platforms;
- Draft media statements and news articles for Department;
- Manage the coordination of press briefings
- Provide effective people management.

ENQUIRIES: Ms. C Gideon ☎ (011) 838 2010

APPLICATIONS: Quoting the relevant reference number, direct your application to:

The Director: Integrated Human Resource Management, Office of the

Chief Justice, Private Bagx10, Marshalltown 2000, Applications can also be hand delivered to the Office of Human Resource Management, 13th floor, Edura House 41 Fox Street, Johannesburg


CLOSING DATE: 26 JUNE 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. 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 

CHIEF DIRECTOR CORPORATE SERVICES: HUMAN RESOURCE MANAGEMENT