



OFFICE OF THE CHIEF JUSTICE  
REPUBLIC OF SOUTH AFRICA

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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:** 2015/85/GP/OCJ

**POST:** LAW RESEARCHER

**CENTRE:** GAUTENG HIGH COURT: PRETORIA

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

**REQUIREMENTS:**

- An LLB degree or four year recognize legal qualification;
- 0-3 year's relevant experience.

**Skills and Competencies:**

- Research skills,
- Very good communication skills (verbal and written)
- Very good report writing skills
- Problem analyzing, solving and planning skills
- Decision making skills
- Time management skills
- Creative and analytical thinking skills

**DUTIES:**

- Research and retrieval material for the library accessible to the Court physical and electronically;
- Prepare memoranda for the Judges;
- Participate in group research at the court,;
- To undergo training;
- Proofreading including checking of citation appearing in Judgements,;

- Assist with preparation and/or compilation of headnotes(summaries)to judgements destined for publication;
- Ability to defend research findings;
- Preparation of material for use by Judges in the delivery of speeches and papers;
- Updating information files with all the latest articles and case law;
- Working knowledge of the Uniform rules of the Court will be regarded as an advantage,

**ENQUIRIES:** Ms L Netshitomboni 📞 (011) 335 0392

**APPLICATIONS:** Quoting the relevant reference number, direct your application to: OCJ Provincial Head, Private Bag X07, Johannesburg, 2000 or Physical Address: High Court of South Africa: Gauteng Local Division: Johannesburg , Cnr. Prichard and Kruis Street: Johannesburg.

**CLOSING DATE:** **26 JUNE 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.

People with disability are encouraged to apply.

**HEAD: INTERGRATED HUMAN RESOURCES**