



**REPUBLIC OF SOUTH AFRICA  
OFFICE OF THE CHIEF JUSTICE**

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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 persons are required to capacitate the Office:

**NOTE: Officials already on salary level as per advertisement for this post will only be considered if a motivational letter and a letter of recommendation from the Court Manager/Office Manager is attached. If successful the appointment/ transfer will be at own cost.**

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| <b>POST:</b>   | <b>SENIOR COURT INTERPRETER (REF NO. 2015/05/NC)</b>  |
| <b>CENTRE:</b> | <b>NORTHERN CAPE HIGH COURT: KIMBERLEY</b>  |
| <b>NOTE:</b>   | <b>Applicants will be subjected to a Language test</b>  |
| <b>SALARY:</b> | R 183 438.00 – R 216 084.00 per annum. The successful candidate will be required to sign a performance agreement. |

**REQUIREMENTS:**

- Two (2) year Diploma in Interpreting
- Three (3) years practical experience as Court Interpreter
- Proficiency in two or more indigenous languages and English Language requirement: Isizulu and Sesotho
- A valid driver's license

**KEY RESPONSIBILITY AREAS:**

- Render interpreting services;
- Translate Legal Document and Exhibits;
- Develop Terminology;
- Assist with the reconstruction of Courts Records;
- Perform specific Line and Administrative Support Functions;
- Control and Supervision of Interpreters.

**SKILLS AND COMPETENCIES:**

- Computer literacy (MS Office);
- Communications skills;
- Listening skills;
- Interpersonal skills;
- Time management;

- Computer literacy;
- Analytic Thinking;
- Problem Solving;
- Planning and Organizing;
- Confidentiality;
- Ability to work under pressure.

**ENQUIRIES:** Ms S Ruthven ☎ (053) 807 2733

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

**The Director: Human Resource Management, Office of the Chief Justice, Private Bag X5043, KIMBERLEY, 8300. Applications can also be hand delivered to Ms S Ruthven, High Court, Sol Plaatje Drive, Room B107, Kimberley.**

**CLOSING DATE:** 20 February 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**