



**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 establish the Office:

**REFERENCE:** 2015/14 /GLDP

**POST:** SENIOR COURT INTERPRETER

**CENTRE:** GAUTENG LOCAL DIVISION, PRETORIA (NORTH GAUTENG HIGH COURT)

**SALARY:** R183 438.00 – R 216 084.00 per annum. The successful candidate will be required to sign a performance agreement.

**Requirements:**

- NQF level 4/Grade 12, Two year Diploma in Interpreting(NQF level 5),
- Three (3) years practical experience,
- Proficiency in two or more indigenous languages and English English, Afrikaans, IsiNdebele, IsiZulu, IsiSwati, Tshivenda and Xitsonga,
- Candidates will be required to undergo oral and written language proficiency testing,
- Time management skills.

**Recommendation:**

- Valid driver's license.

**Skills and competencies:**

- Computer literacy (MS Office);
- Analytical skills;
- Good communication skills (written and verbal);
- Listening skills; Analytical Thinking;
- Problem Solving;
- Planning and Organising;
- Translate legal document and exhibits;
- Ability to work under pressure;
- Perform Specific Line and administrative Support functions;
- Problem solving and motivational skills;
- Confidentiality.

**Duties:**

- Render interpreting services;
- Develop Technology;
- Assist with the reconstruction of Court Records;
- Control and supervision of interpreters.

**ENQUIRIES:** Netshitomboni Lutendo ☎ (011) 332 9000

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

**Quoting the relevant reference number, direct your application to: OCJ Provincial Head, Private Bag X06, Johannesburg, 2000 or Physical Address: Schreiner Chambers, 7th floor: OCJ Gauteng Service Centre, Cnr. Prichard and Kruis Street: Johannesburg.**

**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**