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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 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 person/s are required to capacitate the Office:

REFERENCE : 2019/478/OCJ

POST : ASSISTANT DIRECTOR: COURT INTERPRETING

CENTRE : NORTHERN CAPE HIGH COURT: KIMBERLEY

LEVEL : 9

SALARY : R 356 289-00 – R 419 679-00 per annum. The successful candidate will be required to sign a performance agreement.

REQUIREMENTS:

- NQF level 4/ Grade 12, National Diploma: Legal Interpreting at NQF level 5 or any other relevant tertiary qualification at NQF level 5;
- Six years of practical experience as a Court Interpreter with a minimum of three years' supervisory experience;
- A valid driver's licence;
- Proficiency in two or more indigenous languages and Proficiency in English and/or Afrikaans.

SKILLS AND COMPETENCIES:

- Communication skills;
- Listening skills;
- Interpersonal skills;
- Time management;
- Computer literacy;
- Analytical thinking;
- Problem solving;
- Planning and organising and the Ability to work under pressure.



KEY PERFORMANCE AREAS:

- Manage legal interpreting and language services and stakeholder relations in the High Court;
- Develop and manage the business plan for the cluster;
- Manage special projects of legal interpreting and language services;
- Co-ordinate the interpreting and languages services activities;
- Manage training and developing of Court interpreters.

ENQUIRIES: Ms S Ruthven (053) 807 2733

APPLICATIONS: Quoting the relevant reference number, direct your application to: The Provincial Head, Office of the Chief Justice, Private Bag X5043, Kimberley, 8300 or hand deliver applications to the High Court, Sol Plaatje Drive, Room B107, Kimberley.

CLOSING DATE: 23 APRIL 2019

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 completed and signed form Z83 should be accompanied by a recently updated comprehensive CV as well as certified copies of all qualification(s), 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 a competency assessment 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.

We welcome applications from persons with disAbilities 

