



188, 14th Road, Noordwyk, Midrand, 1685  
Private Bag X10, Marshalltown, 2107  
**Tel:** +27 10 493 2500 (Switchboard)  
**E-mail:** info@judiciary.org.za  
www.judiciary.org.za

**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 : 2019/639/OCJ**

**POST : DEPUTY DIRECTOR: SECURITY MANAGEMENT SERVICES**

**CENTRE NATIONAL OFFICE (MIDRAND)**

**LEVEL : 11**

**SALARY : R733 257.00 per annum (All-inclusive remuneration package).**  
The successful candidate will be required to sign a performance agreement.

#### **REQUIREMENTS:**

- A Three-year National Diploma/B Degree in Security Management, Security Risk Management or in Social Sciences that is security related.
- Five (5) years relevant experience of which three (3) years should be at supervisory level experience in a significant security-related role managing contracted security service providers including specialised (close protection, CIT, threat and risk assessments) security services.
- Proficient in Microsoft Office Suite.
- A valid driver's licence (minimum code EB).
- Successful completion of the State Security Agency (SSA) Security Manager's Course.
- PSIRA Grade A-registered will be an added advantage.

#### **SKILLS AND COMPETENCIES**

- Sound written and verbal communication skills.
- Project management and analytical skills.
- Knowledge and understanding of applicable legislation including Asset Management, Public Finance Management Act (PFMA), Treasury Regulations and Occupational Health and Safety Act.



- Management of public funds; Contract management skills.
- Experience and technical knowledge in the functions and use on physical security and electronic access control equipment and systems.
- Ability to work with difficult clients and resolve conflict
- Initiative and creativity.
- Ability to function independently and work extended hours when necessary.
- Successful completion of a security screening with SSA.

## **KEY PERFORMANCE AREAS**

- Facilitate the implementation of the MPSS and MISS.
- Coordinate the provision, management and control of security services within the department and the Judiciary.
- Develop and manage the implementation of security measures, policies and procedures to protect personnel, assets, stakeholders and infrastructure to reduce risks.
- Respond to incidents and limit exposure and liability in all areas of information, Financial, physical, personal and reputation risk
- Manage the deployment of effective technology solutions and innovative security management techniques to safeguard the institution's assets including intellectual property.
- Manage the policies procedures and processes to maintain and optimise security equipment deployed at various levels of the institution.
- Manage the identified and perceived security risks of the institution, optimal and effective resource management to implement optimal site security instructions at all levels to ensure protection of Judiciary.
- Executives and managers, employees and public
- Maintain database of security related information to assist in strategic decisions and management.
- Manage, coordinate and oversee the provision of close, in-transit and static protection services
- Manage and coordinate capacity building and security awareness programmes
- Implementation of the department's security policy and Standard operating procedures in conjunction with relevant law enforcement and security-related stakeholders and institutions; SSA Agency, SAPS, Comsec.
- Management of the outsourced security service providers.

**ENQUIRIES: Ms S Tshidino Tel No: 010) 493 2500**



**APPLICATIONS:** Quoting the relevant reference number, direct your application to: The Director: Human Resources, Office of the Chief Justice, Private Bag X10, Marshalltown, 2107. applications can also be hand delivered to the Office of the Chief Justice, Human Resource Management, 188, 14th road, Noordwyk, Midrand, 1685.

**CLOSING DATE:** **22 November 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** 

