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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	2020/132/OCJ
POST	SECURITY OFFICER (2 POSTS)
CENTRE	DURBAN HIGH COURT
LEVEL	3
SALARY	R 122 595.00 per annum. The successful candidate will be required to sign a performance agreement.

REQUIREMENTS:

- Grade twelve (12).
- The following will serve as an added advantage:
- Three years' applicable experience.
- PSIRA, Grade A Certificate, Firefighting Certificate, First Aid Certificate, Safety certificate (SAMTRAC).
- Valid Driver's licence.

SKILLS AND COMPETENCIES:

- Proficiency in English.
- Good problem solving and planning skills.
- Time management skills.
- Customer service orientated.
- Accuracy and attention to detail.



KEY PERFORMANCE AREAS:

- Responsible for the control of access to the public premises and vehicle act, 53 of 1985.
- Maintain proper record keeping (all security registers).
- Check functionality of all security equipment.
- Monitor CCTV.
- Control of keys and working shifts.
- Conduct security risk assessment and report security breaches.
- Check functionality of the X-Ray Machines.

ENQUIRIES: Ms L Marrie Tel No: (031) 372 3167

APPLICATIONS Quoting the relevant reference number, direct your application to: The Provincial Head, Office of the Chief Justice, Private Bag X54372, Durban, 4000, or hand deliver applications to the Office of the Chief Justice, Human Resource Management, 1st floor, 2 Devonshire place, off Anton Lembede Street, Durban.

CLOSING DATE: 13 NOVEMBER 2020

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 

