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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	2020/147/OCJ
POST	LAW RESEARCHER
CENTRE	NATIONAL OFFICE: MIDRAND
LEVEL	9
SALARY	R 376 596.00 per annum. (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS:

- An LLB degree or four (4) years' recognized legal qualification.
- Two (2) years' relevant legal experience.
- A valid driver's licence.

SKILLS AND KNOWLEDGE:

- Excellent research and analytical skills.
- Report writing and editing skills.
- Excellent communication skills (written and verbal).
- Understanding of the Constitution and relevant legislation.
- Computer literacy (MS Word).
- Ability to access and utilize computer research programmes (Westlaw, LexisNexis, Jutastat).
- Project Management, including planning and organising ability.
- Ability to integrate knowledge from diverse sources.
- Accuracy and attention to detail.
- Interpersonal skills.
- Problems solving skills.



- Ability to work under pressure.
- Ability to work independently.

KEY PERFORMANCE AREAS:

- Rendering assistance to the Judicial Service Commission and its Committees.
- Receiving and attending to complaints against Judges.
- Maintaining a register of complaints lodged against Judges.
- Consulting with State Attorneys and Advocates on litigation matters.
- Maintaining of stakeholder relations with referral institutions.
- Provide research and legal assistance to the Unit.
- Perform any ad hoc task within the Unit.

ENQUIRIES: Ms B Rakgotho/ Ms S Tshidino Tel No: (010) 493 2500/2533

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

CLOSING DATE: 11 DECEMBER 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 

