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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:**

<b>REFERENCE</b>	<b>2021/156/OCJ</b>
<b>POST</b>	<b>ASSISTANT DIRECTOR: SECURITY &amp; RISK MANAGEMENT</b>
<b>CENTRE</b>	<b>FREE STATE PROVINCIAL SERVICE CENTRE</b>
<b>LEVEL</b>	<b>9</b>
<b>SALARY</b>	R 376 596.00 per annum. The successful candidate will be required to sign a performance agreement.

#### **REQUIREMENTS:**

- Grade twelve (12) plus a Bachelor's Degree/National Diploma in Security Management and or Risk Management on NQF Level 6.
- Minimum of three (3) years' experience in Security environment.
- Grade A State Security Agency Course.
- Sound knowledge of PAIA, MISS, OHSA, Protection of Information Act, Access to Public Premises and Vehicles.
- Computer literacy.
- A valid driver's license.

#### **KEY PERFORMANCE AREAS:**

- Provide security advisory services to management and maintain security value adding consultancy.
- Ensure implementation of the OCJ Security Policy.
- Development of security procedural guidelines.
- Manage matters related to integrity management and investigate security breaches.
- Ensure that physical security measures are in place by providing physical security infrastructure and key control.



- Manage contracted security service provider and ensure compliance with the service level agreement.
- Assist in the management of the total security function (personnel, document, physical assets, contingency planning and security planning) of the Free State High Court. Implementation of the OCJ security policy.
- Evaluation and optimisation of the implementation of appropriate security measures and procedures.
- The development and implementation of training and awareness programmes.
- Ensure compliance with Occupational Health and Safety Act.
- Interaction with security-related and relevant authorities.

**ENQUIRIES: Ms M Luthuli Tel No: (051) 492 4523**

**APPLICATIONS:** Quoting the relevant reference number, direct your application to: The Provincial Head, Office of the Chief Justice, Private Bag X20612, Bloemfontein, 9300. Applications can also be hand delivered to the Free State High Court, Corner President Brand and Fontein Street, Bloemfontein, 9301.

**CLOSING DATE: 30 JULY 2021**

**NOTE:** Office of the Chief Justice is an equal opportunity employer. In the filling of these posts, the Employment Equity Plan of the Department will be taken into consideration and preference will be given to Women and Persons with Disabilities.

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 the new form Z83, obtainable from any Public Service Department. ([www.dpsa.gov.za-vacancies/](http://www.dpsa.gov.za-vacancies/) [www.judiciary.org.za](http://www.judiciary.org.za)). The completed and signed form should be accompanied by a recently updated CV, as well as copies of all qualification/s and ID document. Such copies **need not** to be certified when applying for a post. 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** 

