



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	2021/193/OCJ
POST	DEPUTY DIRECTOR: BUSINESS APPLICATIONS
CENTRE	NATIONAL OFFICE: MIDRAND
LEVEL	11
SALARY	R 733 257.00 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement

REQUIREMENTS:

- Grade 12 and National Diploma/Degree in Information Systems/Technology/Computer Science or equivalent qualification at NQF6 (360 credits).
- A minimum of 5 years' experience in Business Analysis / Systems Analysis.
- A minimum of 3 years' experience in Management of Software/Applications and Systems Development.
- A valid driver's licence.

SKILLS AND COMPETENCIES:

- Project Management and Management skills
- Good communication (written and verbal) skills
- Collaborative and excellent people skills
- Creative and analytical
- Change Management
- Problem solving and Analysis
- Proactive and innovative
- Client Orientation and Customer Focus



KEY PERFORMANCE AREAS:

- Clearly and accurately identify and document business requirements specifications in line with business goals.
- Analyse and document the realization of business benefits.
- Facilitate workshops with business users in order to gather business requirements, generate ideas and validate designs.
- Assess, document and present current business processes, procedures, business rules and recommend optimized and improved business processes.
- Develop functional design specifications utilising predefined modeling techniques.
- Validate the design of the solution against business requirements and liaise with system analysts and developers to ensure the deployed software/solution meet the identified business requirements.
- Contribute towards the design of formal and structured test cases to ensure that the business processes as well as the required system functionality are thoroughly tested by reviewing test packs and participate in system testing.
- Ensure that new software integrations into OCJ systems meets business requirements. Contribute to the development, quality control and delivery of end user training material.
- Contribute to the implementation of the solution to end users.
- Participate in piloting and deploying system.
- Work closely with business users, change management resources, solution architects/analysts, designers, developers, vendors, testing and training teams, as part of projects.
- Communicating effectively with stakeholders and sponsors.
- Management of deliverables from Vendor/Supplier and other organizational delivery entities. Ensure that all ICT business applications in production are reliable, stable and efficient.
- Project governance and policies.
- Develop weekly, monthly and quarterly plans and reports.

ENQUIRIES: **Ms S Tshidino/Ms. B Rakgotho, 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: 29 OCTOBER 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/ 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 be certified when applying for a post. The communication from the HR of the Department regarding the requirements of the certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following the communication from HR. 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 

