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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	2021/198/OCJ
POST	ASSISTANT DIRECTOR: STRATEGIC PLANNING
CENTRE	NATIONAL OFFICE: MIDRAND
LEVEL	9
SALARY	R376 596 per annum. The successful candidate will be required to sign a Performance agreement.

REQUIREMENTS:

- Grade 12 and a three year National Diploma/ Bachelor' Degree in Strategic Management and/or Public Administration is required.
- A post-graduate qualification will be an added advantage.
- Three years' relevant experience in Strategic Planning and/or Performance Monitoring and Evaluation.
- A valid driver's licence

SKILLS AND COMPETENCIES:

- Knowledge and understanding of the Public Finance Management Act, Government-wide Monitoring and Evaluation Framework, Treasury Regulations, Framework for Strategic Plan and Annual Performance Plans.
- Strategic capability and leadership skills
- Analytical thinking skills
- Problem-solving and decision-making skills
- Innovative and creative
- People management
- Development and empowerment skills



- Financial management and budgeting skills
- Communication (verbal and written) skills
- Presentation and facilitation skills
- Client orientation and customer focus
- Results-driven Computer literacy

KEY PERFORMANCE AREAS:

- Facilitate and coordinate the development of the Department's strategic plans and annual performance plans,
- Ensure alignment between strategic plan, annual performance plan and programme's operational plans,
- Facilitate approval and tabling of strategic plans and annual performance plans to Parliament within set timeframes,
- Oversee the implementation of the strategic planning processes and workshops,
- Advise on the alignment of manager's performance agreements with the strategic plans and annual performance plans,
- Develop and implement a departmental strategic planning policy.

ENQUIRIES: Enquiries: Ms G. Maswabi, Tel No: 010 493 2503.

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). 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 

