

THE DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT



DIRECTOR: FINANCE
REF NO: 24/WA08/NW; CENTRE: PROVINCIAL OFFICE – NORTH WEST

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An undergraduate qualification (NQF 7) in Financial Management/ Financial Accounting/ BCom in Public Finance or Auditing as recognised by SAQA; Nyukela Certificate (Certificate of entry into Senior Management Service from the National School of Government); 5 years' experience at middle/senior managerial level;

ENQUIRIES: Mr T Chabeli Tel No: (018) 397 7088

DIRECTOR: INTEGRATED CRIMINAL JUSTICE SYSTEM (3 YEARS CONTRACT APPOINTMENT):
REF NO: 24/77/CA; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: LLB Qualification (NQF level 7) as recognized by SAQA; 5 years' experience at middle/senior managerial level in criminal justice system environment; Nyukela certificate (Certificate for entry into the Senior Management Services from the School of Government);

ENQUIRIES: Mr S Kgafela Tel No: (012) 315 1042

DIRECTOR: FAMILY ADVOCATE
REF NO: 24/80/MAS; CENTRE: NATIONAL OFFICE: PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An undergraduate qualification (NQF level 7) LLB or equivalent 4 year legal qualification as recognized by SAQA; 5 years' of experience at middle/senior managerial level; Admittance as an Advocate/Attorney with right of appearance at High Court; Nyukela Certificate (Certificate for entry into the Service Management Service from the National School of Government);

ENQUIRIES: Mr J Maluleke Tel No: (012) 315 1090

DIRECTOR: ICT SECURITY OPERATION
REF NO: 24/78/ICT; CENTRE: NATIONAL OFFICE: PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An undergraduate qualification (NQF level 7) in Information Communication Technology or equivalent as recognized by SAQA; 5 years of experience at middle/senior managerial level; Nyukela certificate (Certificate for entry into the Senior Management Services from the National School of Government);

ENQUIRIES: Ms M Kganyago Tel No (012) 315 1844

DIRECTOR: INFRASTRUCTURE DELIVERY SERVICES
REF NO: 24/41/HR; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An appropriate undergraduate (NQF level 7) as recognized by SAQA in Built Environment; 5 years' experience at a middle/senior managerial level in infrastructure planning/delivery environment; Nyukela Certificate (Certificate for entry into the senior management service from the National School of Government);

ENQUIRIES: Mr. J Maluleke Tel No: (012) 315 1090

DIRECTOR: INFRASTRUCTURE PLANNING: REF NO: 24/40/HR; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An appropriate undergraduate (NQF level 7) as recognized by SAQA in Built Environment or equivalent; 5 years' experience at a middle/senior managerial level in infrastructure planning; Registration as a professional with any relevant Built Environment council will be an added advantage;

ENQUIRIES: Mr J Maluleke Tel No: (012) 315 1090

DIRECTOR: ICT TESTING AND QUALITY ASSURANCE
REF NO: 24/50/ICT; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An undergraduate qualification (NQF level 7) in Information Communication Technology or equivalent as recognized by SAQA; 5 years' experience at middle/senior managerial level of which 3 years must be in Testing/Quality Assurance; Nyukela certificate (Certificate for entry into the Senior Management Services from the National School of Government);

ENQUIRIES: Ms M Kganyago Tel No: (012) 315 1844

DIRECTOR: ICT ENTERPRISE ARCHITECTURE
REF NO: 24/44/ICT; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum;

REQUIREMENTS: An undergraduate qualification (NQF level 7) in Information Communication Technology or equivalent as recognized by SAQA; 5 years' experience at middle/ senior management level in ICT management of which 3 years must be in ICT Enterprise Architecture;

ENQUIRIES: Ms M Kganyago Tel No: (012) 315 1844

DIRECTOR: LEGAL ADMINISTRATION AND ADVOCACY
REF NO: 24/48/NC; CENTRE: PROVINCIAL OFFICE: NORTHERN CAPE

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An LLB or appropriate legal or law degree (NQF level 7) as recognized by SAQA; A post graduate qualification in Law or legal will be an added advantage; 6 years' experience in the field of Law, court administration/ management environment of which 5 years should be at middle/ senior managerial level; Nyukela Certificate (Certificate for Entry into the Senior Management Service from the National School of Government);

ENQUIRIES: Northern Cape: Mr J Tope Tel No: (053) 802 1300
Free State: Ms. N. Dywili Cell No: (073) 775 0709

DIRECTOR: POLICY AND STRATEGY
REF NO: 24/90/MAS; CENTRE: MASTER OF THE HIGH COURT: PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum;

REQUIREMENTS: An undergraduate qualification (NQF level 7) as recognized by SAQA in Bachelor of Science (BSc), BCom, LLB and Strategic Planning; 5 years' experience at middle/ senior management level; Nyukela Certificate (Certificate for entry into the Service Management Service from the National School of Government);

ENQUIRIES: Mr. J. Maluleke Tel No: (012) 315 1090

DIRECTOR: MUTUAL LEGAL ASSISTANCE AND EXTRADITION
REF NO: 24/37/CD; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum,

REQUIREMENTS: An undergraduate qualification (NQF level 7) LLB; 5 years' of experience at a middle/senior managerial level in a legal environment; A postgraduate qualification in International Law or International Relations as recognized by SAQA will serve as an added advantage. Nyukela Certificate (certificate for entry into the senior management service from the National School of Government);

ENQUIRIES: Ms. MD Modibane Tel No: (012) 315 1668

DIRECTOR: CONSTITUTIONAL RESEARCH AND REVIEW
REF NO: 24/38/CD; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An undergraduate qualification (NQF Level 7) LLB as recognized by SAQA; 5 years' experience at a middle/ senior managerial level. Nyukela Certificate (certificate for

entry into the senior management service from the National School of Government);

ENQUIRIES: Ms MD Modibane Tel No: (012) 315 1668

CLOSING DATE FOR ALL THE ABOVE POSTS

3 FEBRUARY 2025

CLOSING DATE FOR THE FOLLOWING POSTS BELOW:

10 FEBRUARY 2025

DIRECTOR: BUSINESS APPLICATION LEARNING AND DEVELOPMENT
REF NO: 24/68/IDS; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An NQF level 7 qualification in Information Technology as recognized by SAQA; 5 years' experience at a middle/ senior management level in applications analysis and design in a learning and development work environment of an organization/ institution/department; Nyukela Certificate (Certificate for entry into the Service Management Service from the National School of Government);

ENQUIRIES: Mr. R Chauke (012) 315 1329

MASTER (HEAD OF OFFICE)
REF NO: 2024/11/GP; CENTRE: MASTER OF THE HIGH COURT: PRETORIA

SALARY: R1 216 824.00 – R1 433 355.00.

REQUIREMENTS: An LLB Degree (NQF level 7) as recognized by SAQA; 5 years' experience at middle/senior managerial level; Admitted as an Advocate/Attorney with right of appearance at High Court; Nyukela Certificate (Certificate of entry into Senior Management Service from the National School of Government).

ENQUIRIES: Ms. RR Mabelo ((011) 332 9000

CLOSING DATE FOR THE FOLLOWING POST BELOW:

17 FEBRUARY 2025

DIRECTOR: ICT SYSTEM MANAGEMENT AND BUSINESS INTELLIGENCE
REF NO: 24/51/ICT; CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum.

REQUIREMENTS: An undergraduate qualification (NQF level 7) in Information Communication Technology as recognized by SAQA; 5 years' of experience at a middle/senior managerial level of which 3 years must be in application/software development, database and reports developments, application/software support and maintenance; Nyukela certificate (Certificate for entry into the Senior Management Services from the National School of Government);

ENQUIRIES: Ms M Kganyago Tel No: (012) 315 1844

ALL POSITIONS MENTIONED ABOVE ARE RE-ADVERTISEMENT AND APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT TO RE-APPLY. FURTHER NOTE THAT THE SALARY PACKAGES ARE ALL INCLUSIVE REMUNERATION AND THE SUCCESSFUL CANDIDATES WILL BE REQUIRED TO SIGN PERFORMANCE AGREEMENT.

NOTE: Interested applicants may visit the following website: www.justice.gov.za or www.dpsa.gov.za to view the full job specification of the above positions. Interested applicants must submit their applications for employment to the postal or hand deliver to the Department as specified in each post. The application must include completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za.

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DIRECTOR: FINANCE: (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/VA08/NW
CENTRE: PROVINCIAL OFFICE – NORTH WEST

SALARY: R1 216 824 – R1 433 355 per annum, (all-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS : An undergraduate qualification (NQF 7) in Financial Management/ Financial Accounting/ BCom in Public Finance or Auditing as recognised by SAQA; Nyukela Certificate (Certificate of entry into Senior Management Service from the National School of Government); 5 years' experience at middle/senior managerial level; Knowledge of Financial Management and Accounting at managerial level; Knowledge and understanding of Public Finance Management Act and budget management; Public Service Regulations, Public Service Act, Treasury Regulations and Public Audit Act; A valid driver's license.

SKILLS AND COMPETENCIES: Strategic capability and leadership, Programme and project management, Financial management; Change management, Knowledge management; Service delivery Innovation (SDI), Problem solving and analysis, People management and empowerment, Client orientation and customer focus, Communication, Honesty and integrity, Personnel attributes.

DUTIES : Key Performance Areas: Monitor and co-ordinate report on financial administration and compliance matters which is aligned to the Medium – Term Strategic Plan and Medium Term Expenditure Framework (MTEF) of the Department; Provide efficient and effective financial administrative support with respect to financial accounting and management accounting; Advise and assist in the Provincial Head and Senior Management in the exercise of powers; functions assigned and delegations in terms of PFMA and other relevant legislation; Ensure compliance with the accounting best practices; norms and standard; Establish and maintain effective, efficient and transparent systems of financial management and internal control; Provide effective people management.

ENQUIRIES: Mr TN Chabeli Tel No (018) 397 7031

APPLICATIONS: Quoting the relevant reference number, direct your application to: The Provincial Head, Private Bag X2033, Mmabatho, 2735, hand deliver it at 22 Molopo Road, Ayob Gardens, Mafikeng, 2745

DIRECTOR: INTEGRATED CRIMINAL JUSTICE SYSTEM (3 YEARS CONTRACT APPOINTMENT): (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/77/CA
CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS : LLB Qualification (NQF level 7) as recognized by SAQA; 5 years' experience at middle/senior managerial level in criminal justice system environment; Nyukela certificate (Certificate for entry into the Senior Management Services from the School of Government); Knowledge of Criminal, Civil and Family Law and other relevant legislations; Knowledge of Constitutional law and relevant cases law and Interpretation of statutes; Knowledge and understanding of the legislative framework governing Public Service: Financial Management and regulatory framework/guidelines, prescripts, Public Services Act; Public Service Regulations, Treasury Regulations, Departmental Financial Instructions and Public Finance Management Act.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Project management; Financial management; Change management; Knowledge management; Service Delivery

Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication; Honesty and integrity.

DUTIES : Key Performance Areas: Manage the facilitation of the Integrated Criminal Justice strategy; Manage and facilitate the Legislative reform on the Integrated Criminal Justice System (ICJS); Coordinate and monitor the modernization programmes of the ICJS; Manage and coordinate programmes on Integrated Criminal Justice including the 7 point plan; Manage stakeholder relations and public awareness for the ICJS; Manage and coordinate a victim centric Justice System in support of ICJS initiatives; Manage the activities relating to Integrated Criminal Justice System; Manage human, financial and other resources.

ENQUIRIES: Mr S Kgafela Tel No: (012) 315 1042

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001. or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001.

DIRECTOR: FAMILY ADVOCATE; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/80/MAS
CENTRE: NATIONAL OFFICE: PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS : An undergraduate qualification (NQF level 7) LLB or equivalent 4 year legal qualification as recognized by SAQA; 5 years' of experience at middle/senior managerial level; Admittance as an Advocate/Attorney with right of appearance at High Court; Nyukela Certificate (Certificate for entry into the Service Management Service from the National School of Government); Knowledge of Foundations of South African Law, Private Law, Constitutional Law, Criminal Law, Law of evidence and African Customary Law, Muslim Personal Law, Private International Law; Knowledge of Children's Act, The Hague Convention on the Civil Aspects of International Child Abduction, Maintenance Act, Mediation in Certain Divorce Matters Act, Domestic Violence Act; Extensive knowledge of all local and international Legislation that regulates protection of children; Knowledge of the South African legal system, legal practices and related spheres with specific reference to civil litigation and Family Law; Knowledge of the Constitution, the Public Finance Management Act, knowledge and experience in office administration.

SKILLS AND COMPETENCIES: Strategic capabilities and leadership; Project and programme management; Financial management; Change management; Knowledge management; Services Delivery Innovation (SDI); Problem solving and analysis; Diversity management; Client orientation and customer focus; Communication skills; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the administration and reporting on the implementation of Hague Convention on Civil aspects of International Child Abduction; Manage and support the provisioning of Family Advocate services; Manage the implementation of policies, legislative frameworks and prescripts; Support the provision of Forensic Social Work services; Manage and provide administration support services; Manage human, financial and other resources.

ENQUIRIES: Mr J Maluleke Tel No: (012) 315 1090

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resources: Department of Justice and Constitutional Development, Private Bag X81, Pretoria, 0001 or Physical address: Application Box, First Floor Reception, East Tower, Momentum Building, 329 Pretorius Street, Pretoria.

DIRECTOR: ICT SECURITY OPERATION; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/78/ICT
CENTRE: NATIONAL OFFICE: PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS : An undergraduate qualification (NQF level 7) in Information Communication Technology or equivalent as recognized by SAQA; 5 years of experience at middle/senior managerial level; Nyukela certificate (Certificate for entry into the Senior Management Services from the National School of Government); Knowledge and understanding of ISO 27001 IT Security and Cybersecurity standards, NIST Cybersecurity framework understanding; Knowledge of Enterprise Architecture including Government Wide EA, Architecture Frameworks, ICT Policy Development, ICT Planning and Monitoring Framework; Knowledge and understanding of Public Service Regulations, Public Finance Management Act, Treasury Regulations and Government Financial processes and systems.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication; Honesty and integrity.

DUTIES: Key Performance Areas: Manage ICT security infrastructure operations; Manage the development of ICT security policies, norms; standards, procedures, frameworks and compliance; Manage human, financial and other resources.

ENQUIRIES: Ms M Kganyago Tel No (012) 315 1844

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001. or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001

DIRECTOR: INFRASTRUCTURE DELIVERY SERVICES; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/41/HR
CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An appropriate undergraduate (NQF level 7) as recognized by SAQA in Built environment; 5 years' experience at a middle/senior managerial level in infrastructure planning/delivery environment; Nyukela Certificate (Certificate for entry into the senior management service from the National School of Government); Knowledge and understanding of Infrastructure Delivery Management System; Government Immovable Asset Management Act, Occupational Health and Safety Act, Construction Industry Development Board Act and Regulations, Council of Built Environment Act; Knowledge and understanding of the legislative framework governing the Public Service: Financial Management and regulatory framework/guidelines, Public Service Act, Public Service Regulations, Treasury Regulations, Departmental Financial Instructions, Public Finance Management Act and Supply Chain Management framework.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the development and implementation of the construction procurement strategy; Manage the implementation of infrastructure plans and programmes; Monitor the implementation of construction management services; Manage the implementing agencies and service level delivery agreements; Manage human, finance, and other resources.

ENQUIRIES: Mr. J Maluleke Tel No: (012) 315 1090

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001 or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001.

DIRECTOR: INFRASTRUCTURE PLANNING; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/40/HR
CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An appropriate undergraduate (NQF level 7) as recognized by SAQA in Built Environment or equivalent; 5 years' experience at a middle/senior managerial level in infrastructure planning; Registration as a professional with any relevant Built Environment council will be an added advantage; Knowledge and understanding of Government Immovable Asset Management Act, Occupational Health and Safety Act, Construction Industry Development Board Act and Regulations; Knowledge of Financial Management and regulatory framework/guidelines, Public Service Act, Public Service Regulations, Treasury Regulations, Departmental Financial Instructions and Public Finance Management Act.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the user demand in terms of User Asset Management Plan; Manage infrastructure and property planning projects; Manage built environment professional services in all projects; Manage human, finance and other resources.

ENQUIRIES: Mr J Maluleke Tel No: (012) 315 1090

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001 or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001.

DIRECTOR: ICT TESTING AND QUALITY ASSURANCE; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/50/ICT
CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An undergraduate qualification (NQF level 7) in Information Communication Technology or equivalent as recognized by SAQA; 5 years' experience at middle/senior managerial level of which 3 years must be in Testing/Quality Assurance; Nyukela certificate

(Certificate for entry into the Senior Management Services from the National School of Government); Knowledge of ICT Audit Management; ICT Governance Framework, ICT Strategy and Planning; ICT Planning and Monitoring Framework; ICT Policy Development, ICT Project Management Methodologies (e.g PMBOK, PRINCE 2), Waterfall SDLC methodologies, ICT Risk Management; Modernization and innovations; Knowledge of Public Service Regulations, Public Finance Management Act (PFMA) and Treasury Regulations.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the development of the Test Strategies and Test plans; Manage and facilitate the Analysis, Design, Execution and Quality Assurance process; Manage and maintain the Quality Assurance environments and Testing Tools/Software; Manage Service Level Agreement/Service provider; Provide effective people management.

ENQUIRIES: Ms M Kganyago Tel No: (012) 315 1844

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Justice and Constitutional Development, Private Bag X81, Pretoria, 0001 or Physical address: Application Box, First Floor Reception, East Tower, Momentum Building, 329 Pretorius Street, Pretoria

DIRECTOR: ICT ENTERPRISE ARCHITECTURE; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/44/ICT
CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An undergraduate qualification (NQF level 7) in Information Communication Technology or equivalent as recognized by SAQA; 5 years' experience at middle/ senior management level in ICT management of which 3 years must be in ICT Enterprise Architecture; Knowledge of Enterprise Architecture including Government Wide EA, Architecture Frameworks, ICT Strategic & Operational Planning, Corporate Governance of ICT, ICT policy development, ICT risks, ICT audits and ICT related compliance, ICT Audit Management, ICT Planning and Monitoring Framework, modernization and innovations; Knowledge of Public Service Regulations, Public Finance Management Act (PFMA), Treasury Regulations, Government financial processes and systems.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication skills; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the design, development and maintenance of the ICT Enterprise Architecture; Manage the design, development and maintenance of ICT Business and Data Architectures; Manage the implementation of ICT Technology and Application Architectures; Provide effective people management.

ENQUIRIES: Ms M Kganyago Tel No: (012) 315 1844

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Justice and Constitutional Development, Private Bag X81,

Pretoria, 0001 or Physical address: Application Box, First Floor Reception, East Tower, Momentum Building, 329 Pretorius Street, Pretoria

DIRECTOR: LEGAL ADMINISTRATION AND ADVOCACY; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/48/NC
CENTRE: PROVINCIAL OFFICE: NORTHERN CAPE

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An LLB or appropriate legal or law degree (NQF level 7) as recognized by SAQA; A post graduate qualification in Law or legal will be an added advantage; 6 years' experience in the field of Law, court administration/ management environment of which 5 years should be at middle/ senior managerial level; Nyukela Certificate (Certificate for Entry into the Senior Management Service from the National School of Government); Knowledge and understanding of Public Finance Management Act, Public Service Regulations, Treasury Regulations, etc.; Knowledge of the law, International law and relations; Knowledge and understanding of the Constitution, Constitutional law cases, criminal, civil and family cases.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service delivery innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication skills; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the provision of legal administration and statutory appointment; Manage family law services (Maintenance, Child Justice and Intermediary); Manage language and interpreting services in the province; Facilitate the promotion and awareness of justice related services; Manage customer/client relations and service delivery; Provide effective people management.

ENQUIRIES: Northern Cape: Mr J Tope Tel No: (053) 802 1300
 Free State: Ms. N. Dywili at (073) 775 0709

APPLICATIONS: Northern Cape: Quoting the relevant reference number, direct your application to: Postal address: The Provincial Head: Justice and Constitutional Development, Private Bag X6106, Kimberley, 8300 or Hand delivers at the New Public Buildings, (Magistrates Court) of Knight and Stead Streets, 7th floor, Kimberley, 8301.

DIRECTOR: POLICY AND STRATEGY; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/90/MAS
CENTRE: MASTER OF THE HIGH COURT: PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An undergraduate qualification (NQF level 7) as recognized by SAQA in Bachelor of Science (BSc), BCom, LLB and Strategic Planning; 5 years' experience at middle/ senior management level; Nyukela Certificate (Certificate for entry into the Service Management Service from the National School of Government); Knowledge of process, system and policy improvement techniques, project management, law and strategic management; Knowledge of procurement directives, procedures, legislative framework governing the Public Service, Financial Management and regulatory framework/ guidelines, prescripts, the Public Service Act, the Public Service Regulations, Treasury Regulations, Departmental Financial Instructions, the

Public Finance Management Act and Constitution; Knowledge and experience in office administration.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service delivery innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication skills; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the development and implementation of the Master's modernization and digitization strategy; Manage the preparation and coordination of technical procedures and standards for Master's offices; Manage the development and implementation of policies; Manage Master's offices research and development programmes; Manage the development and implementation of Master's strategies; Manage human, finance and other resources.

ENQUIRIES: Mr. J. Maluleke Tel No: (012) 315 1090

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001 or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001.

**DIRECTOR: MUTUAL LEGAL ASSISTANCE AND EXTRADITION; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/37/CD
CENTRE: NATIONAL OFFICE, PRETORIA**

SALARY: R1 216 824 – R1 433 355 per annum, (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An undergraduate qualification (NQF level 7) LLB; 5 years' of experience at a middle/senior managerial level in a legal environment; A postgraduate qualification in International Law or International Relations as recognized by SAQA will serve as an added advantage. Nyukela Certificate (certificate for entry into the senior management service from the National School of Government); Knowledge of South African foreign policies and national interest, international law and relations; Knowledge of criminal, civil law, international law, constitutional law cases and relations; Knowledge and understanding of the Constitution of South Africa; Knowledge of government prescripts, Public Finance Management Act (PFMA), Treasury Regulations and Interpretation of statutes.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication skills; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the processing and coordination of requests for mutual legal assistance and extradition, enforcement of foreign orders on behalf of the Department; Initiate, facilitate, coordinate negotiations on mutual legal assistance in criminal matters and extradition agreements with foreign countries and relevant entities; Manage the process of reciprocal enforcement of foreign maintenance orders; Represent the department in bi-national and multilateral engagements; Provide effective people management.

ENQUIRIES: Ms. MD Modibane Tel No: (012) 315 1668

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private

Bag X81, Pretoria, 0001 or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001.

DIRECTOR: CONSTITUTIONAL RESEARCH AND REVIEW; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/38/CD
CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum, (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An undergraduate qualification (NQF Level 7) LLB as recognized by SAQA; 5 years' experience at a middle/ senior managerial level. Nyukela Certificate (certificate for entry into the senior management service from the National School of Government); Knowledge of Public Finance Management Act, Prescripts, Act and regulations within the Justice and Constitutional Development area, Human Rights laws; Knowledge and understanding of Human Rights developments, Constitution of South Africa and relevant governance prescripts.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication skills; Honesty and integrity.

DUTIES: Key Performance Areas: Manage and conduct research on legislation impacting on constitutional democracy, fundamental human rights and constitutional values; Manage and conduct constitutional research and review; Manage and facilitate an enabling environment for research and review in government; Monitor implementation of the constitutional instruments and tools by the three spheres of government; Provide effective people management.

ENQUIRIES: Ms MD Modibane Tel No: (012) 315 1668

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001 or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001.

CLOSING DATE FOR ALL THE ABOVE POSTS: 03 FEBRUARY 2025

CLOSING DATE FOR THE FOLLOWING POSTS BELOW: 10 FEBRUARY 2025

DIRECTOR: BUSINESS APPLICATION LEARNING AND DEVELOPMENT; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 24/68/IDS
CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum, (all-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An NQF level 7 qualification in Information Technology as recognized by SAQA; 5 years' experience at a middle/ senior management level in applications analysis and design in a learning and development work environment of an organization/institution/department; Nyukela Certificate (Certificate for entry into the Service Management Service from the National School of Government); Knowledge and understanding of Corporate Governance of Justice College Policy Framework and Justice System; Knowledge and understanding of Public Finance Management Act, Financial Management and regulatory framework/ guidelines, Public Service Act, Public Service Regulations, Treasury Regulations, Departmental Financial Instructions. Skills and Competencies: Strategic capability and leadership; Programme and project

management; Financial management; Change management; Knowledge management; Service delivery innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication skills; Honesty and integrity.

DUTIES : Key Performance Areas: Manage the development and implementation of business applications strategy and set operational deliverables; Manage and conduct research on the best practice models, technological developments and trends for business learning and development application; Manage and coordinate implementation of curriculum development, learner assessment and delivery modes strategies; Manage and facilitate training programmes and implementation plans for business applications and systems; Manage and facilitate identification of statement aims and intended learning outcomes of the curriculum for business applications and systems; Manage human, finance, and other resources.

ENQUIRIES: Mr. R Chauke Tel No: (012) 315 1329

APPLICATIONS: Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001 or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001.

MASTER (HEAD OF OFFICE); (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED NOT RE-APPLY)
REF NO: 2024/11/GP
CENTRE: MASTER OF THE HIGH COURT: PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (all-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS : An LLB Degree (NQF level 7) as recognized by SAQA; 5 years' experience at middle/senior managerial level; Admitted as an Advocate/Attorney with right of appearance at High Court; Nyukela Certificate (Certificate of entry into Senior Management Service from the National School of Government); Knowledge of the South African legal system, legal practices and related sphere with specific reference to civil litigation and the law of contract; Knowledge of Family law litigation, legal research, the Administration of Estate Act, Insolvency Act, Companies Act, Close Corporations Act, Trust Property Control Act, Wills Act, the Constitution, Public Finance Management Act, Treasury Regulations and other relevant legislation.

SKILLS AND COMPETENCIES: Strategic capability and leadership, Project and programme management, Financial management; Change management, Knowledge management; Service delivery Innovation (SDI), Problem solving and analysis, People management and empowerment, Client orientation and customer focus, Communication, Honesty and integrity.

DUTIES: Key Performance Areas: Manage and monitor the implementation of guardian's fund, Manage and monitor the implementation of deceased estate; Manage the administration of Curatorship and registration of Trust; Manage the administration of insolvencies; Manage master's administration support services and service point Operations; Provide effective people management.

ENQUIRIES: Ms. RR Moabelo Tel No: (011) 332 9000

APPLICATIONS: Quoting the relevant reference number, direct your application to: Provincial Office-Gauteng, Private Bag X6, Johannesburg, 2000 or Physical Address: Provincial Office–Gauteng; Department of Justice and Constitutional Development; 7th floor Schreiner chambers, 94 Pritchard, Johannesburg.

CLOSING DATE FOR THE BELOW POST: 17 FEBRUARY 2025

DIRECTOR: ICT SYSTEMS MANAGEMENT AND BUSINESS INTELLIGENCE; (THIS IS A RE-ADVERTISEMENT, APPLICANTS WHO PREVIOUSLY APPLIED NEED TO RE-APPLY)
REF NO: 24/51/CT
CENTRE: NATIONAL OFFICE, PRETORIA

SALARY: R1 216 824 – R1 433 355 per annum (All inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

REQUIREMENTS: An undergraduate qualification (NQF level 7) in Information Communication Technology (ICT) or equivalent as recognized by SAQA; 5 years' of experience at a middle/senior managerial level of which 3 years must be in application/software development, database and reports developments, application/software support and maintenance; Nyukela Certificate (certificate for entry into the senior management service from the National School of Government); Knowledge of Enterprise Architecture including Government Wide EA, Architecture Frameworks and technologies such as NET, web development such as HTML, XML, JSON, SOAP, CSS, JavaScript, and Rest web services); Knowledge of Object Orientated Programming, Web services, Relational database design, data analysis and modelling, data warehousing and design, proficiency in various software development design techniques and application release management; Knowledge and understanding of ICT Policy Development, ICT Planning and Monitoring Framework, ICT Project Management methodologies, Waterfall and Agile, SDLC methodologies and ICT Risk Management; Knowledge of Public Service Regulations, Public Finance Management Act (PFMA) and National Treasury Regulations.

SKILLS AND COMPETENCIES: Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication skills; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the development of Business Applications; Manage the maintenance of Business Applications; Manage functional support and enhancements to Business Application; Manage the provision of business intelligence services; Manage human, finance and other resources.

ENQUIRIES: Ms M Kganyago 📞 (012) 315 1844

APPLICATIONS: Quoting the relevant reference number, direct your application to: **Postal address:** The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001. **OR Physical Address:** Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001

NOTE: Interested applicants must submit their applications for employment to <https://forms.office.com/r/X2XaVPasWu> or alternatively the address specified in each post. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Application that do not comply with the above specifications will not be considered and will be disqualified. **It remains the responsibility of an applicant to ensure that application reaches the department noting different options provided for submission.** A SAQA evaluation report must accompany foreign qualifications. All shortlisted candidates for SMS posts will be subjected to a technical and competency assessment. A pre-entry certificate obtained from National School of Government (NSG) is required before appointment for all SMS positions. Candidate will complete a financial disclosure form and also be required to undergo a security clearance. Foreigners or dual citizenship holder must provide

the Police Clearance certificate from country of origin only when shortlisted. The DOJ&CD 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 No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Reasonable accommodation shall be applied for People with Disabilities including where driver's license is a requirement. Correspondence will be limited to short-listed candidates only. 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. Women and people with disabilities are encouraged to apply and preference will be given to the EE Target.