ANNEXURE J

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

CLOSING DATE : 11 August 2026

NOTE : Applicants are invited to submit applications, quoting the relevant reference number to the link and or address indicated in each specific advertisement. Applications should be accompanied by a fully completed and signed Application for Employment Form (New Z83, effective from 1 January 2021, obtainable at www.dpsa.gov.za), citing the correct post number and job title; a comprehensive CV (citing the start and end date (dd/mm/yy), job title, detailed duties performed and exit reason for each employment period to be considered, as well as the details of three contactable employment references and copies of educational qualifications. Applicants who possess foreign qualification(s), are furthermore required to submit the evaluated results of such qualifications as received from the South African Qualifications Authority (SAQA).All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. These assessments are aimed at assessing candidate's professional and technical competency against the job requirements and duties, general job fit, integrity and digital literacy). All shortlisted candidates for SMS positions will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) candidates will undergo psychometric assessment to assess cognitive capabilities, behavioural, emotional intelligence and integrity. All suitable candidates will be subjected to mandatory pre-employment screening/ suitability checks/ verification (credit, criminal, citizenship, qualifications, employment pending disciplinary action and professional registration. Suitable candidates for Senior Management Service positions will also be required to successfully complete the online Nyukela Pre-entry Certificate to Senior Management Services course, which can be accessed via: http://www.thensg.gov.za/training-course/sms-pre-entry-programme/.
Candidates wishing to be considered for appointment, are encouraged to enrol for the course as soon as possible. Due to high volumes anticipated, communication will be limited to shortlisted candidates. The Department reserves the right not to make an appointment. The Department of Justice and Constitutional Development (DOJ&CD) seeks to appoint exceptional, ethical and visionary leaders to join its executive leadership team in advancing constitutional democracy. Applications received after the closing date will not be considered. The Department is committed to providing equal opportunities and affirmative action employment. It is our intention to promote representativity in terms of (race, gender, and disability).

MANAGEMENT ECHELON

POST 26/90 : **DIRECTOR-GENERAL REF NO: 26/18/DG**
(5 Year Fixed Term Contract)

SALARY : R2 446 749 – R2 756 241 per annum (Level 16), (an all-inclusive remuneration package), plus 10% non-pensionable allowance payable to Head of Departments (HoDs) for a five (5) year term.

CENTRE : National Office, Pretoria State

REQUIREMENTS : An NQF Level 8 qualification recognized by SAQA in Law, Public Administration, Public Management, Business Administration or a related field. Admission as an Attorney or Advocate will be an added advantage. A minimum of ten (10) years' experience at senior managerial level, of which a substantial portion must have been gained at executive leadership level within a large, complex organization. Proven experience in organizational transformation, strategic planning, institutional performance, governance, financial management, policy development and stakeholder management is essential. Executive leadership experience within the Public Service will serve as a distinct advantage. Extensive knowledge of constitutional and administrative law; criminal law; labour law; international law; legislative drafting; justice administration; litigation and State legal services; constitutional democracy; human rights; public administration; organizational development; information and communication technology; public sector governance; the Public Service

Act; Public Service Regulations; Public Finance Management Act; Treasury Regulations; Government planning frameworks; and financial management within the Public Service. Skills and Competencies: Exceptional strategic leadership and executive management capability, with the ability to provide strategic direction and translate Government priorities into measurable organizational outcomes. Demonstrated capability in programme and project management, financial management, organizational transformation and change management, knowledge management, service delivery innovation, governance and organizational performance. Strong analytical, strategic thinking and problem-solving capability. Excellent people management, communication, stakeholder management and customer service orientation. Ability to build strategic partnerships, lead multidisciplinary executive teams, manage organizational risk and drive organizational performance. High levels of professionalism, ethical leadership, innovation, accountability and commitment to public service values.

DUTIES : Provide strategic leadership and overall management of the Department to ensure the effective administration of justice and implementation of its constitutional and legislative mandate. Oversee the development, reform and implementation of legislation, legal services and policies that promote constitutional democracy, human rights and the rule of law. Provide strategic oversight of court administration services, including lower court administration, the Integrated Criminal Justice System and programmes supporting vulnerable groups. Oversee the administration of Master's Services and Family Law Services, including deceased estates, trusts, insolvencies, guardianship administration and family advocate services. Direct the provision of State legal advisory and litigation services on behalf of Government and organs of State. Ensure effective financial management, strategic planning, governance, enterprise risk management, internal audit, organizational performance and transformation and regulatory compliance. Strengthen intergovernmental relations, cluster coordination, entity oversight and strategic partnerships, and oversee programmes that advance constitutional values and social justice. Serve as principal adviser to the Executive Authority on matters relating to the Department's mandate and strategic direction.

ENQUIRIES : Ms Rhulani Ngwenya at 083 269 4716

APPLICATIONS : Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.

POST 26/91 : **SOLICITOR-GENERAL REF NO: 26/20/SG**
(5 Year Fixed Term Contract)

SALARY : R2 446 749 – R2 756 241 per annum (Level 16), (an all-inclusive remuneration package)

CENTRE : National Office, Pretoria State

REQUIREMENTS : An NQF Level 8 in Law or as recognised by SAQA. Admission as An Advocate or Attorney with right of appearance in the High Court of South Africa is essential. A minimum of ten (10) years' experience at senior managerial level. Extensive experience in Litigation and previous experience of litigating high-profile cases will be an added advantage. Comprehensive knowledge of the State Attorney Act, the State Attorney Amendment Act, the State Liability Act, the Public Finance Management Act, the Public Service Act and Regulations, applicable Treasury Regulations and Departmental prescripts. Extensive knowledge of litigation management, State legal services, organisational and government strategy, financial management, governance, organisational change, public administration and public sector regulatory frameworks. Sound understanding of Government priorities, strategic planning, organisational leadership and digital litigation management systems. Skills and Competencies: Exceptional strategic capability and leadership with the ability to develop and implement organisational strategies, provide strategic direction and inspire high performance. Demonstrated capability in programme and project management, financial management, governance, organisational transformation and change management. Strong knowledge management, service delivery innovation, analytical thinking and problem-solving capability. Excellent people management, stakeholder engagement, client orientation and communication skills, with the ability to influence, negotiate and build strategic

partnerships across government and the legal profession. Demonstrated honesty, integrity, professionalism and commitment to ethical leadership and sound public administration. High levels of professionalism, ethical leadership, innovation, accountability and commitment to public service values.

DUTIES : Provide strategic leadership, governance oversight and national coordination of litigation involving the State. Oversee and coordinate civil litigation across all State Attorney Offices and establish national litigation strategies, governance frameworks, norms and standards to ensure consistent and effective legal representation of the State. Oversee the management of contingent liabilities and financial risks in accordance with the State Liability Act through the implementation of litigation risk management systems, expenditure control measures and strategies to reduce litigation costs. Monitor compliance with court orders and the execution of judgments by organs of State, establish mechanisms to monitor implementation, and escalate systemic non-compliance where necessary. Lead the development of national litigation policies, norms, directives and legal reform initiatives, provide strategic oversight on constitutional and precedent-setting litigation, and support legal research and international legal cooperation. Promote sound governance, ethical conduct, transparency and consequence management through compliance monitoring, investigation of litigation failures and implementation of corrective measures. Drive the transformation and professionalization of litigation services by promoting equitable briefing patterns, strengthening the capacity of State Attorney Offices, supporting the development of emerging legal practitioners and implementing professional standards and quality assurance systems. Department's Strategic Plan, ensuring sound financial and human resource management, implementing knowledge management and digital litigation systems, and monitoring organizational performance.

ENQUIRIES : Ms Rhulani Ngwenya at 083 269 4716

APPLICATIONS : Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.

POST 26/92 : **CHIEF STATE LAW ADVISER REF NO: 26/23/OCSLA**

SALARY : R1 885 710 – R2 124 237 per annum (Level 15), (an all-inclusive remuneration package)

CENTRE : National Office, Pretoria State

REQUIREMENTS : An NQF Level 8 in Law or as recognised by SAQA. Admission as an Advocate or Attorney in the High Court of South Africa is essential. Extensive knowledge of Bills and legislation, legislative drafting and certification processes, legal advisory services, public and international law, public administration, government decision-making processes, and the statutory and regulatory framework governing the Public Service, including the Public Service Act, Public Finance Management Act, Treasury Regulations and related prescripts. Sound understanding of Government priorities, organizational governance, strategic planning and professional legal ethics. Skills and Competencies: Exceptional strategic capability and leadership with the ability to provide strategic direction, develop legal policy and lead a specialized legal advisory environment. Demonstrated capability in programme and project management, financial management, organizational transformation, change management, knowledge management and service delivery innovation. Strong analytical, planning and problem-solving capability, with excellent people management, stakeholder engagement, communication and client orientation skills. Proven ability to build strategic partnerships, manage complex legal matters, influence decision-making and lead multidisciplinary professional teams. High levels of professionalism, ethical leadership, accountability and commitment to the values and principles of the Public Service.

DUTIES : Provide strategic leadership and oversight of the certification and drafting of Bills, including the provision of preliminary legal opinions, certification of legislation and legal advisory support throughout the parliamentary process. Oversee the scrutiny, drafting and certification of subordinate legislation and provide authoritative legal opinions and advisory services to Government departments and other organs of state. Direct the scrutiny of international agreements to ensure consistency with the Constitution and domestic law and oversee the provision of legal advice relating to international legal obligations.

		Lead the strategic management and governance of the Office of the Chief State Law Adviser through effective strategic planning, operational performance monitoring, risk management, audit compliance, financial management and resource utilization. Oversee the translation and editing of legislation and other legal documents into the official languages to support legislative accessibility and constitutional compliance. Provide strategic legal opinions on contracts, legal documents, settlements and disputes referred by Government departments and organs of state. Ensure sound governance, people management, financial stewardship, asset management, organizational performance and compliance with all statutory and regulatory prescripts within the Office of the Chief State Law Adviser.
ENQUIRIES	:	Ms Duduzile Magampa at 060 972 1178
APPLICATIONS	:	Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.
POST 26/93	:	**CHIEF MASTER REF NO: 26/19/MFS**
SALARY	:	R1 885 710 – R2 124 237 per annum (Level 15), (an all-inclusive remuneration package)
CENTRE	:	National Office, Pretoria State
REQUIREMENTS	:	An NQF Level 8 qualification recognised by SAQA in Financial Management, Business Management Law or a related field, recognised by SAQA. Admission as a Chartered Accountant will be an added advantage. A minimum of eight (8) years' experience at senior management level, with extensive expertise in the management of deceased estates, insolvency, trusts or regulatory governance. Extensive experience in managing large scale funds will be an added advantage. Extensive knowledge of South African private and constitutional law, legislation governing Masters' Services, fiduciary regulation, estate administration, family law, international child abduction frameworks, public sector governance, the Public Finance Management Act, Treasury Regulations, and the statutory framework governing the administration of deceased estates, trusts, guardianship and related legal processes. Skills and Competencies: Exceptional strategic capability and leadership with the ability to provide national strategic direction, drive organisational performance and lead complex regulatory environments. Demonstrated capability in programme and project management, financial management, organisational transformation, change management, knowledge management and service delivery innovation. Strong analytical, planning and problem-solving capability, with excellent stakeholder engagement, communication, client orientation and relationship management skills. Proven ability to lead multidisciplinary teams, build strategic partnerships and promote sound governance, accountability and ethical leadership. High levels of professionalism, ethical leadership, innovation, accountability and commitment to public service values.
DUTIES	:	Provide strategic national regulatory oversight of all Masters' Offices to ensure the lawful, efficient and uniform administration of statutory functions across the Republic. Lead the regulatory oversight of deceased estate administration, insolvent estate administration, trust registration and supervision, Guardian's Fund administration, curatorship's and related fiduciary services, including the development of national standards, directives, compliance frameworks and regulatory interventions. Provide strategic oversight of governance, investment management and statutory compliance relating to the Guardian's Fund to safeguard the interests of beneficiaries. Lead policy development, legal research and legislative reform to strengthen governance and modernise Masters' Services. Oversee the administration of Family Advocate Services and the implementation of South Africa's obligations relating to international child abduction and related family law services. Build and maintain strategic partnerships with the Executive, Judiciary, legal profession, financial institutions and other stakeholders to strengthen governance, improve service delivery and enhance public confidence. Provide strategic leadership for the Branch through effective financial management, organisational performance, human resource management, knowledge management, digital enablement, governance, risk management and compliance in support of the Department's constitutional mandate.
ENQUIRIES	:	Ms Duduzile Magampa at 060 972 1178

APPLICATIONS	:	Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.
POST 26/94	:	**DEPUTY DIRECTOR-GENERAL: INSTITUTIONAL DEVELOPMENT AND SUPPORT REF NO: 26/21/IDS**
SALARY	:	R1 885 710 – R2 124 237 per annum (Level 15), (an all-inclusive remuneration package)
CENTRE	:	National Office, Pretoria State
REQUIREMENTS	:	An NQF Level 8 qualification as recognised by SAQA, in Public Administration, Public Management, Administration, Law, Governance, Social Sciences or a related field. 8 years' experience at Senior Management level in public administration within a large, complex organisation. Extensive knowledge of the Public Finance Management Act, the Public Service legislative and governance framework, organisational performance management, strategic planning, institutional governance, human resource management and public administration. Sound understanding of Government priorities, organisational development, policy coordination, justice sector governance and executive management within the Public Service. Skills and Competencies: Exceptional strategic capability and leadership with the ability to provide organisational direction, develop and implement strategies and inspire high performance. Demonstrated capability in programme and project management, financial management, organisational transformation and change management, knowledge management, service delivery innovation and organisational performance improvement. Strong analytical, planning and problem-solving capability. Excellent people management, stakeholder engagement, communication and client orientation skills, with the ability to build collaborative partnerships and influence strategic outcomes. High levels of professionalism, ethical leadership, innovation, accountability and commitment to public service values.
DUTIES	:	Provide strategic leadership for justice policy coordination, entity oversight and Justice Cluster governance to strengthen institutional governance, integrated decision-making and the implementation of departmental strategic priorities. Lead justice education, professional development, research, innovation and knowledge management programmes to strengthen institutional capability and organisational performance. Direct strategic planning, organisational performance management, service delivery improvement, operational intelligence and integrated performance monitoring systems to support evidence-based planning, accountability and continuous organisational improvement. Lead public education, strategic communication, media relations, stakeholder engagement and reputation management initiatives to promote public confidence, improve access to justice and strengthen the Department's public profile. Provide strategic leadership for legal services, legal advisory services, litigation management, contract management, statutory legal processes and legal governance to mitigate legal risks and safeguard the Department's interests. Ensure sound strategic, financial, human resource, asset and performance management, promote compliance with legislative and regulatory prescripts, and build a capable, ethical and high-performing Branch that supports the Department's constitutional mandate.
ENQUIRIES	:	Ms Duduzile Magampa at 060 972 1178
APPLICATIONS	:	Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.
POST 26/95	:	**DEPUTY DIRECTOR-GENERAL: INFORMATION COMMUNICATION TECHNOLOGY SERVICES REF NO: 26/22/ICT**
SALARY	:	R1 885 710 – R2 124 237 per annum (Level 15), (an all-inclusive remuneration package)
CENTRE	:	National Office, Pretoria State
REQUIREMENTS	:	An NQF Level 8 qualification recognised by SAQA in Information Technology, Computer Science, Information Systems, Informatics, Engineering, Business

Information Systems or a related ICT field. A minimum of eight (8) years' experience at Senior Management level in an ICT environment. Extensive knowledge of information and communication technology governance, ICT strategy development, enterprise architecture, information security, digital transformation, ICT operations, applications development, infrastructure management, systems integration, ICT service management, project and programme management, business continuity, financial management, public sector governance, the Public Finance Management Act, the Public Service legislative framework and Government ICT policies and standards. Skills and Competencies: Exceptional strategic capability and leadership with the ability to develop and implement enterprise ICT strategies that support organisational priorities. Demonstrated capability in programme and project management, financial management, organisational transformation, change management, knowledge management and service delivery innovation. Strong analytical, planning and problem-solving capability, with excellent people management, stakeholder engagement, communication and client orientation skills. Proven ability to lead large-scale ICT modernisation initiatives, manage multidisciplinary technical teams, establish strategic partnerships and drive continuous organisational improvement. High levels of professionalism, ethical leadership, innovation, accountability and commitment to public service values.

DUTIES : Provide strategic leadership for the development and implementation of the Department's ICT strategy and digital transformation programme to support organisational objectives and service delivery. Lead ICT governance, enterprise architecture and ICT planning to ensure alignment between business requirements and technology solutions. Oversee ICT operations, infrastructure, networks, applications, information management and customer support services to ensure secure, reliable and efficient ICT service delivery. Direct the development, acquisition, implementation and maintenance of ICT systems and digital platforms that improve organisational performance and enhance access to justice services. Provide strategic leadership for information security, cybersecurity, ICT risk management, business continuity and disaster recovery to safeguard the Department's information assets and digital environment. Establish effective ICT governance, project management, procurement and contract management frameworks to ensure compliance with legislative and regulatory requirements. Ensure sound financial management, performance management, governance, human resource development and the effective utilisation of resources within the Branch

ENQUIRIES : Ms Duduzile Magampa at 060 972 1178

APPLICATIONS : Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.

POST 26/96 : **STATE ATTORNEY (X2 POSTS)**

SALARY : R1 554 696 – R1 858 821 per annum (Level 14), (an all-inclusive remuneration package)

CENTRE : East London Ref No: 139/26/EC
Pretoria Ref No: 2026/67/GP

REQUIREMENTS : An NQF level 7 qualification in Law / LLB as recognised by SAQA. A minimum of 6 years' experience at a senior managerial level; Admission as an Attorney; Administrative experience. Skills and competencies: Communication skills (written and verbal); Computer literacy; Technical expertise; Strategic leadership capability; Analytical thinking, problem solving and decision making; Entrepreneurial and business capability; Project management; Customer service orientation; People development and empowerment; Participative leadership and teamwork; Ability to work under pressure; Research and development expertise; Strategic change management; Honesty and integrity; Interpersonal relations and conflict management.

DUTIES : Manage and coordinate the development and implementation of the strategic and annual performance plans; Manage and facilitate the provision of representation of government on all legal and litigation matters including debt collection; Manage and facilitate the provision of conveyancing and notarial services; Manage and facilitate drafting and provision of legal opinions and contracts; Comply with all standards and directives by the Solicitor-General; Provide effective people management.

ENQUIRIES	:	Ms T Ramohlale Tel No: (012) 406 4879 /Cell: +27 71 761 5052
APPLICATIONS	:	Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.
NOTE	:	A separate application must be submitted for each position quoting the relevant reference number.
POST 26/97	:	**MASTER OF THE HIGH COURT (X3 POSTS)**
SALARY	:	R1 317 384 – R1 551 807 per annum (Level 13), (an all-inclusive remuneration package)
CENTRE	:	Master of The High Court, Pretoria Ref No: 2026/61/GP (X1 Post)
	:	Master of The High Court, Bloemfontein Ref No: 25/19/FS (X1 Post)
		Master of The High Court, Johannesburg Ref No: 2026/19/GP (X1 Post)
REQUIREMENTS	:	An NQF level 7 qualification in Law / LLB or any legal equivalent qualification as recognised by SAQA. Five (5) years' experience at middle/senior managerial level; Admittance as an Advocate / Attorney with right of appearance at the High Court; Knowledge of the Foundations of South African law, Administration of Estates Act, Mental Health Act, Insolvency Act, Companies Act, Close Corporations Act, Trust Property Control Act and other relevant legislations; South African family law, constitutional law, intellectual property, evidence and African Customary Law. Skills and Competencies: Strategic capability and leadership; Project and programme management; Financial Management; Change management; Knowledge management; Service Delivery Innovation (SDI); Diversity management; Client Orientation and Customer Focus; Good communication skills (verbal and written); Computer literacy.
DUTIES	:	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; Monitor and manage service points operations; Manage human, financial and other resources.
ENQUIRIES	:	Free State: Ms N Dywili at (073) 775 0709 Gauteng: Ms T Maphoto Tel No: (011) 332 9000 or Ms P Raadt Tel No: (011) 332 9000
APPLICATIONS	:	Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.
NOTE	:	A separate application must be submitted for each position quoting the relevant reference number.

OTHER POSTS

POST 26/98	:	**SENIOR FAMILY ADVOCATE (X2 POSTS)**
SALARY	:	R1 242 915 – R1 934 208 per annum. The all-inclusive remuneration package will be structured in accordance with OSD rules.
CENTRE	:	Family Advocate: Pretoria Ref No: 2026/28 GP (X1 Post) Family Advocate: East London Ref No: 132/26/EC (X1 Post)
REQUIREMENTS	:	An NQF level 7 qualification in Law / LLB as recognized by SAQA A minimum of eight (8) years appropriate post qualification litigation experience; Admitted as an Advocate; The right of appearance in the High Court of South Africa; A valid driver's license. Skills and Competencies: Good communication (written and verbal) skills; Research, investigation, presentation, monitoring and evaluation; Attention to detail; Diversity Management; Dispute and Conflict resolution skills; Operational and People management; Financial management; Computer literacy.
DUTIES	:	Execute the mandate of the Office of the Family Advocate; Perform all functions and duties of the Senior Family Advocate (Head of Office) in accordance with relevant legislation; Continuous improvement in the organisational performance of the office and its satellites; Management of performance information; Manage and ensure effective and efficient service delivery at the various service points within the respective jurisdiction (Head of Office),

		Performance Management, conduct complex enquiries, training, mentoring and coaching of all occupational classes in the Office; Perform all functions of the implementation of Risk Management Plan; Ensure audit compliance; Reporting to the Principal Family Advocate.
ENQUIRIES	:	Adv Nthabiseng Thokoane Tel No: (012) 357 8021
APPLICATIONS	:	Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.
NOTE	:	A separate application must be submitted for each position quoting the relevant reference number.
POST 26/99	:	**SENIOR ASSISTANT STATE ATTORNEY (LP5-LP6) (X18 POSTS)**
SALARY	:	R655 854 – R1 508 337 per annum. The all-inclusive remuneration package will be structured in accordance with OSD rules.
CENTRE	:	State Attorney, Johannesburg Ref No: 2026/33/GP (X2 Posts) State Attorney, Bloemfontein Ref No: 26/30 /FS (X2 Posts) State Attorney, Pretoria Ref No: 2026/28/GP (X3 Posts) State Attorney, Mahikeng, Ref No: 26/VA46/NW (X1 Post) State Attorney, Kimberley, Ref No: 26/VA46/NC (X1 Post) State Attorney, Cape Town Ref No: 49/2026/WC (X8 Posts) State Attorney, Durban Ref No: 26/30/KZN (X1 Post)
REQUIREMENTS	:	An NQF level 7 qualification in Law / LLB as recognized by SAQA. A minimum of four (4) years appropriate post-qualification legal/litigation experience; Admittance as an Attorney; An in-depth, thorough knowledge of legal practice, office management, accounting systems and trust accounts; Knowledge of the government prescripts and transformation objective as well as the Constitution of South Africa; Conveyancing experience will be an added advantage; A valid driver's license. Skills and Competencies: Computer literacy; Legal research and drafting; Dispute resolution; Case flow management; Communication skills (written and verbal); Accuracy and attention to detail.
DUTIES	:	Represent the State in Litigation and Appeal at the High Court, Magistrates Courts, Labour Courts, Land Courts, Land Claims Courts, CCMA, Tax and Tax tribunals; Re-Furnish legal advice and opinions; Draft and/or settle all types of arrangements on behalf of various clients; Attend to liquidation and insolvency, queries, conveyancing and notarial services; Deal with all forms of arbitration, including inter-departmental arbitration, register trust and debt collection; Provide effective people management.
ENQUIRIES	:	Ms T Ramohlale Tel No: (012) 406 4879 /Cell: +27 71 761 5052
APPLICATIONS	:	Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.
NOTE	:	A separate application must be submitted for each position quoting the relevant reference number.
POST 26/100	:	**ASSISTANT STATE ATTORNEY (LP3-LP4) (X29 POSTS)**
SALARY	:	R392 625 – R1 074 222 per annum. The all-inclusive remuneration package will be structured in accordance with OSD rules.
CENTRE		State Attorney, East London Ref No:131/26/EC (X3 Posts) State Attorney, Port Elizabeth Ref No 130/26/EC (X2 Posts) State Attorney, Bloemfontein Ref No: 26/24 /FS (X1 Post) State Attorney, Pretoria Ref No: 2026/27/GP (X8 Posts) State Attorney, Mahikeng Ref No: 26/VA47/NW (X1 Post) State Attorney: Mthatha Ref No:132/26/EC (X1 Post) State Attorney, Johannesburg Ref No: 2026/29/GP (X2 Posts) State Attorney, Durban Ref No: 26/31/KZN (X8 Posts) State Attorney, Cape Town Ref No: 50/2026/WC (X3 Posts)
REQUIREMENTS	:	An NQF level 7 qualification in Law / LLB as recognised by SAQA. Four (4) year recognized legal qualification; Admission as an Attorney; At least 2 years appropriate post qualification legal / litigation experience; A valid driver's license. Skills and Competencies: Computer literacy; Legal research and drafting; Dispute resolution; Case flow management; Strategic and conceptual

		orientation; Communication skills (written and verbal). Skills and Competencies: Computer literacy; Legal research and drafting; Dispute resolution; Case flow management; Strategic and conceptual orientation; Communication skills (written and verbal).
DUTIES	:	Handle litigation and appeals in the High Courts, Magistrate's Court, Labour Courts, Land Claims Court and CCMA; Draft and/or settle all types of agreements on behalf of the various clients; Render legal opinions and advice; Handle all forms of arbitration, including inter-departmental arbitration and debt collection. Provide effective people management.
ENQUIRIES	:	Ms T Ramohlale Tel No: (012) 406 4879 /Cell: +27 71 761 5052
APPLICATIONS	:	Quoting the relevant reference number, direct your application to: https://forms.office.com/r/X2XaVPasWu OR 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.
NOTE	:	A separate application must be submitted for each position quoting the relevant reference number.