OFFICE OF THE CHIEF JUSTICE

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, the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act 55) of 1998 and the relevant Human Resources policies of the Department will be taken into consideration.

APPLICATIONS: Quoting the relevant reference number, direct your application to: The Director: Human Resources, Office of the Chief Justice, Private Bag X10, Marshalltown, 2107. For the attention of HR Directorate. Applications can also be hand delivered to the Office of the Chief Justice, Human Resource Management, 188 14th Road, Noordwyk, Midrand, 1685.

CLOSING DATE: 30 August 2019

NOTE: Shortlisted candidates must be willing to undergo normal vetting and verification processes, including a competency assessment for Senior Management Service. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV as well as certified copies of all qualification/s and ID document (no copies of certified copies are allowed, certification should not be more than three months old). Failure to submit all the requested documents will result in the application not being considered. Please indicate the reference number and position you are applying for on your application form. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Applications received after the closing date, as well as applications received via fax or email, will NOT be considered or accepted. Women and People with Disabilities are encouraged to apply.

OTHER POST

POST 29/66: ASSISTANT DIRECTOR: RISK MANAGEMENT REF NO: 2019/453/OCJ

SALARY: R376 596 per annum. The successful candidate will be required to sign a performance agreement.

CENTRE: National Office: Midrand

REQUIREMENTS: A three (3) year National Diploma/Degree in Risk Management/Accounting/ Internal Audit or equivalent qualification; Minimum 3 years’ experience in Risk Management and 2 years at supervisory level will be added advantage. Knowledge of CURA or BARNOWL systems; Knowledge of Public Sector Risk Management Framework; ISO 31000, COSO Framework; King report on Corporate Governance; Experience in identifying new risks and rolling out risk management methodology; Knowledge and understanding of the Legislative Framework governing the Public Service will be an added advantage. Creativity, Innovative and analytical thinking skills. Membership of the institute of Risk Management South Africa will be an added advantage.

DUTIES: Participate in the development and implementation of Enterprise Risk Management (ERM) framework and supporting policies; Embed a risk management culture, risk awareness and anti-fraud awareness; Develop and maintain a risk and risk incident database including risk registers for the department; Render secretariat services at the Departmental Risk Management Forum. Properly and timeously communicate relevant information to equip the relevant stakeholders to identify, assess and respond to risks; ensure submission of accurate and timeous risk management reports to all Departmental management structures. Monitor, evaluate on risk movement and performance action plans trends and warning signals by maintaining key risk indicator registers for line function. Enhance ERM system modification and train end users on system changes.
ENQUIRIES : Ms C Gideon/Ms L Mothemane Tel No: (010) 493 2500