

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

The Department of Justice and Constitutional Development's mandate is to ensure that there is accessible justice system in our vibrant and evolving constitutional democracy. It is responsible, amongst others, to enable Access to Justice for all, promote Constitutionalism, Rule of Law, Respect for Human Rights; and to coordinate the State Litigation and Legal Advisory Services. The Department is therefore presenting an opportunity to dynamic individuals with relevant competencies to join a dynamic team in its quest to fulfill its mandate and deliver justice services to the people of South Africa

- APPLICATIONS** : Interested applicants must submit their applications for employment to <https://forms.office.com/r/X2XaVPasWu> or alternatively the address specified in each post.
- CLOSING DATE** : 14 July 2025
- NOTE** : 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 posts will be subjected to a technical and/or 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.

OTHER POSTS

- POST 22/68** : **SENIOR COURT INTERPRETER: REF NO 2025/04/MP**
(This Is a Re-Advertisement)
- SALARY** : R325 101 – R382 959 per annum. The successful candidate will be required to sign a performance agreement.
- CENTRE** : Ermelo Magistrate's Office
- REQUIREMENTS** : A Grade 12 and National Diploma in Legal Interpreting or equivalent qualification in the field of languages and 3 years practical experience in court interpreting; A valid driver's license. Proficiency in English, Applicants will be subjected to a language test; Language Requirements: IsiXhosa, IsiZulu or Siswati. Skills and Competencies: Communication skills (verbal and written); Listening skills; Interpersonal skills; Computer literacy (MS Word and Excel); Planning and organizing; Ability to work under pressure; Time management; Problem solving; Analytical thinking; Confidentiality.
- DUTIES** : Key Performance Areas: Render Interpreting services; Translate legal documents and exhibits; Develop Terminology; Assist with the reconstruction of Court Records; Perform specific line and administrative support functions; Supervise Court Interpreters.
- ENQUIRIES** : Ms. KN Zwane Tel No: 060 532 2006
- APPLICATIONS** : Quoting the relevant reference number, direct your application to: Postal address: The Provincial Head, Department of Justice & Constitutional Development; Private Bag X 11249; Nelspruit; 1200 or 4TH Floor Nedbank Building; 24 Brown Street; Nelspruit; 1200