

		and Competencies: Strategic capability and leadership; Project and programme management; Financial management; Knowledge management; Service Delivery Innovation (SDI); Problem solving and analysis; People management and empowerment; Communication (verbal and written) skills; Computer literacy (MS Office); Honesty and integrity.
<u>DUTIES</u>	:	Key Performance Areas: Facilitate teaching and education for civil and family law programmes; Facilitate and provide student support in civil and family law programmes; Facilitate and conduct academic research and development; Collaborate and maintain partnerships with relevant stakeholders.
<u>ENQUIRIES</u>	:	Ms M P Leshilo Tel No: (012) 357 8240
<u>APPLICATIONS</u>	:	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 OR https://forms.office.com/r/X2XaVPasWu
<u>POST 27/145</u>	:	<u>SOCIAL WORK SUPERVISOR GRADE 1 -2 REF NO: 2025/57/GP (X2 POSTS)</u>
<u>SALARY</u>	:	R477 564 – R893 949 per annum, (Salary will be in accordance with the OSD determination). The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Family Advocate: Pretoria
<u>REQUIREMENTS</u>	:	A Bachelor Degree in Social Work; Registration with the SACSSP as a Social Worker; A minimum of 7 years appropriate experience in social work after registration as Social Worker with the SACSSP. Knowledge of the South African legal system, legal practices and related spheres with specific reference to civil litigation and the law of contract; Knowledge of the Constitution, the Institution of Legal Proceedings Against Certain Organs of State, the State Attorney Act, the Public Finance Management Act, the Treasury Regulations, the Department of Justice and Constitutional Development Financial Instructions and the State Liability Act; Knowledge and experience in office administration. Skills and Competencies: Legal Research; Legal drafting; Applied strategic thinking; Applying technology; Budgeting and financial management; Communication and Information management; Continuous improvement; Citizen focus and responsiveness; Developing others; Diversity management; Impact and Influence; Managing interpersonal Conflict and resolving problems; Planning and organizing; Problem solving; Decision making; Team Leadership.
<u>DUTIES</u>	:	Key Performance Areas: Oversee child focus forensic assessment services; Supervise risk related to children's care environment and or contracts; Supervise the provision of Experts witness evidence in Courts of Law, oversee implementation and monitoring the operational performance of forensic social work services, Conduct Appropriate Disputes Resolutions, Compile and register Parental Responsibilities and Rights (PRR) and parenting Plans, Provide generic supervisory and management functions.
<u>ENQUIRIES</u>	:	Mrs. RR Moabelo Tel No: (011) 332 9000
<u>APPLICATIONS</u>	:	Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X6, Johannesburg, 2000 or 7th Floor Schreiner Chambers, 94 Pritchard Street, Johannesburg OR https://forms.office.com/r/X2XaVPasWu .
<u>POST 27/146</u>	:	<u>OFFICE MANAGER REF NO: 2025/38/MP</u>
<u>SALARY</u>	:	R468 459 – R551 823 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Office of The State Attorney: Nelspruit
<u>REQUIREMENTS</u>	:	A 3 years National Diploma/Degree in Public Administration/ Human Resources Management/ Administration or Business Administration at NQF-Level 6; A minimum of 3 years' experience in Administration Environment; Knowledge of HR matters and its policies, framework; Procurement directives and procedures, Knowledge and understanding of the Constitution and the legislative framework governing the Public Service. Skills and Competencies; Applied Strategic Thinking, Applying Technology; Budgeting and Financial Management; Communication and information Management; Continuous Improvement; Citizen Focus and Responsiveness; Developing Others; Impact