

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.

DIRECTOR: FINANCE: (2 POSTS)

CENTRE: PROVINCIAL OFFICE – FREE STATE; REF NO: 25/07/FS

CENTRE: LIMPOPO PROVINCIAL OFFICE – POLOKWANE; REF NO: 03/25/LMP

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 as recognized by SAQA in Financial Management/ Financial Accounting/ Internal Audit; 5 years' experience at middle/senior managerial level in financial management environment Nyukela Certificate (Certificate of entry into Senior Management Service from the (NSG) National School of Government); Knowledge of budget management and financial management principles; Knowledge and understanding of the legislative framework governing the Public Service: Financial Management and regulatory framework/guidelines, the Public Service Act, the Public Service Regulations, Treasury Regulations, Departmental Financial Instructions, the 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 skills; Computer literacy; Honesty and integrity.

DUTIES: Key Performance Areas: Manage the development of budget; Manage the expenditure patterns; Manage and provide asset management services; Manage and provide supply chain services; Manage and provide Third Party Funds (TPF) services; Manage human, finance and other resources.

ENQUIRIES: FREE STATE: Ms N Dywili ☎ (073) 775 0709

ENQUIRIES: LIMPOPO: Mr. M.D Chauke ☎ (015) 287 2080 or Ms. M.P Mongalo ☎ (015) 287 2037

APPLICATIONS: FREE STATE: Quoting the relevant reference number, direct your application to: The Provincial Head, Private Bag X20578 Bloemfontein, 9300, hand deliver it at 108 St Andrews street (co St Andrew and West Burger street), Bloemfontein 9300.

APPLICATIONS: LIMPOPO: Quoting the relevant reference number, direct your application to: Postal address: The Provincial Head, Department of Justice & Constitutional Development, Private Bag X 9526, Polokwane 0700 OR Physical address: Reception area, Limpopo Provincial Office, 92 Bok Street, Polokwane, 0699

CLOSING DATE: 23 JUNE 2025

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 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.