






a world class African city

@CityofJoburgZA 

@CityofJohannesburg 

CityofJoburg 

WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION
DIRECTOR: CRIMINAL PROSECUTION LEGAL SERVICES

APPLICATION REQUIREMENTS

- Complete the online job application form and attach all relevant and updated documents (Certified Qualification/s/Certificates, ID, and CV).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership to professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.

DISCLAIMER

- The City of Johannesburg applies the principles of employment equity as per the National legislation and policy guidelines and will consider designated groups in line with these requirements. We are an equal opportunity employer.
- By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your CV and/or receipt and acknowledgement of any kind shall not be an indication that your application will be successful and/or lead to employment.
- The City of Johannesburg shall not be liable for any damage, loss or liability of whatsoever nature arising from your use of the job opportunity section of this website.
- The City of Johannesburg reserves the right not to make an appointment.



a world class African city

@CityofJoburgZA

@CityofJohannesburg

CityofJoburg

DIRECTOR: CRIMINAL PROSECUTION LEGAL SERVICES

Department: Group Forensic & Investigation Services
Branch: Criminal Prosecution Legal Services
Designation: Director: Criminal Prosecution Legal Services
Remuneration: R67 622.85 pm (basic salary excluding benefits)
Location: East Wing, 48 Ameshoff Street, Braamfontein

Appointment Requirements:

- Degree at NQF level 7 in any of the following: relevant Law degree, BCom Law, Certified Fraud Examiner (CFE), Forensic Investigation, Policing or Criminal Justice;
- 10 or more years' experience in the field of law, prosecutions, forensic investigations, either public or private sector of which 5 years' experience in a supervisory/managerial
- Working experience in Forensic investigations, Legal environment, relevant Chapter nine institutions, specializing in Constitutional, Administrative & Procedure Law, including experience in Contract management/Commercial Law or Civil recoveries. Parliamentary/Legislative work background will be an added advantage.

Primary Function:

Implement and monitor all recommendations emanating from all forensic investigations conducted City wide, which includes criminal action, disciplinary cases and civil recoveries as well as internal control weaknesses. Furthermore, the position provides legal and procedural assistance and advice to the department on reported cases to ensure success in prosecutions.

Key Performance Areas:

- Strategic leadership planning;
- Organize both human and non-human resources for effective and efficient implementation of the unit functions processes and procedures;
- Monitor progress on the criminal cases referred to the South African Police Services (SAPS) and National Prosecuting Authority (NPA) for prosecution;
- Monitor civil recoveries;
- Monitoring and advisory on disciplinary cases or any remedial action;
- Participate and conduct awareness sessions;
- Stakeholder Management of Inter-and-intra-Governmental Relations (IGR), and
- Promote a high-performance culture within the unit.

Leading Competencies:

- Strategic direction and leadership;
- People management;
- Financial management;
- Change management;



a world class African city

@CityofJoburgZA

@CityofJohannesburg

CityofJoburg

- Projects management;
- Performance and risk management
- Batho Pele;
- Attention to detail.

Core Competencies:

- Computer literacy (Microsoft Office package);
- Good facilitation and influencing;
- Good listening and communications (verbal and written);
- Coordinating;
- Customer care;
- Problems solving;
- Critical thinking and
- Analytical thinking.

“All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender, and disability.”

Please take note that only online applications will be considered. Please apply by using the following link below:

<https://share-eu1.hsforms.com/1YbkbXBu3SSiA-a1lyUpKnAew554>

APPLY ONLINE VIA THIS LINK: www.joburg.org.za

ENQUIRIES ONLY:

Contact Person: Puleng Kgabane
Tel No: 011 407 6562

CLOSING DATE: TUESDAY, 13 DECEMBER 2022

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:

- Credit Record, CV validation and Employment record verification,
- Criminal check, and
- Identity validation.