

Vacancies at Legal Aid South Africa

Apply for position: SENIOR LITIGATOR - MTHATHA JUSTICE CENTRE

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Applications are invited from interested persons, who meet the minimum requirements, to fill the above-mentioned position at the Mthatha Justice Centre. Applicants must be admitted Attorneys or Advocates. The incumbent will be appointed on a permanent basis. POSITION PURPOSE To render legal services, primarily litigation services, in complex criminal and civil matters linking to the higher courts (High Courts, Appeal Courts and Constitutional Court) in the country, and provides specialist support to Justice Centres on these matters. KEY OUTPUTS • Take responsibility for and expertly / proficiently attend to legal matters in various legal forums / courts requiring expert litigation skills such as impact litigation and / or warranting the services of a Senior Litigator. • Attend to referrals from National Office, Regional Office and Justice Centres regarding cases as in above and provide support to Justice Centres in specialised, complex or impact litigation matters. • Provide written legal opinion for the Legal Aid South Africa as requested. • Build and manage a caseload as agreed by the ROE, that makes optimum usage of the expertise and skills of the senior litigator position • Assist with in - house legal training sessions as identified / agreed by the ROE or LDE. • Develop the litigation expertise within the Legal Aid South Africa by; providing individual mentoring and coaching to legal staff as identified by ROE, involving other Legal Aid South Africa practitioner to assist in legal matters and others means. COMPETENCIES (SKILLS, KNOWLEDGE AND ATTRIBUTES) REQUIRED • Admitted Attorney / Advocate. • B Proc or LLB degree, with right of Appearance in the High Court. • At least 10 years post qualification litigation experience (both Criminal and Civil) of which 5 years must be high court experience. • A valid code 08 drivers' license. • Excellent leadership & people development skills with a track record in training. • Experience in budget preparation & management thereof. • Advanced computer skills (MS Word, Excel, Outlook, Power Point and Ad Infinitum). • Strong communication, problem solving & interpersonal skills. • Innovative, creative & analytical thinking skills. Strong research skills. • Ability to interpret & apply policies. SALARY: R663 302.20 (all inclusive OSD package) Detailed curriculum vitae highlighting required skills as advertised must be submitted by close of business on the 07 May 2010, quoting the above reference number & Justice Centre of choice as follows:- Mr Leslie Gwele, Justice Centre Executive, P.O. Box 536, MTHATHA, 5099. Fax Number: (047) 531 4144. Email Address: LeslieG@legal-aid.co.za OR Mr Mlindo Mzuku, Admin Manager. Email Address MlindoM@legal-aid.co.za (Please indicate clearly in your e-mail subject line the following: Application for Advertised Post: Senior Litigator. Should you not hear from us within one month of the closing date, please accept that your application was unsuccessful. Please indicate clearly which office you are applying for. Preference will be given in terms of our affirmative action approach, to suitable candidates who meet the minimum requirements

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