

STATE ADVOCATE

Investigating Directorate

SALARY: R 763 212.00 per annum (Total Cost Package) LP-7 to R 1 266 156.00 per annum (Total Cost Package) LP-8

CENTRE: Pretoria: Head Office - Recruit 2021/603

REQUIREMENTS: An LLB or any appropriate legal qualification for serving prosecutors. Right of appearance as contemplated in section 25(2) of the NPA Act, 32 of 1998. At least five years' post qualification legal experience. Demonstrable competency in acting Independently, Professionally, Accountable and with Credibility. Extensive prosecutorial or litigation experience with regard to common law offences such as fraud, theft, forgery and uttering, commercial crimes and related matters. Proficiency in prosecuting, guiding investigations in complex or more difficult matters, including commercial matters, drafting charge sheets, including indictments and court documents, dealing with representations. Financial or accounting background and knowledge of Company law will be an added advantage. General computer literacy and knowledge of programs in MS Word; Excel, Outlook and PowerPoint. Ability to act independently without supervision and manage court and case flow management independently. Excellent administrative skills.

DUTIES: Study case dockets, make assessments thereof and decide on the institution of prosecution. Deal with any representations. Guide investigations in complex or more difficult matters, including commercial matters. Prepare cases for court, including the acquisition of additional evidence and draft charge sheets, indictments and court documents. Present the State's case in court, lead and cross examine witnesses, address the court on, inter alia, conviction and sentence. Manage court and case flow management of cases independently. Study and deal with appeals and reviews. Prepare opinions and heads of argument for complex matters and in general conduct prosecutions on behalf of the State. Mentor and guide investigating officers, Prosecutors and stakeholders. Assist in high profile matters or matters where an increased risk element is present. Promote partner integration, community involvement and customer satisfaction in conjunction with partners in the criminal justice independently without supervision and manage court and case flow management independently.

ENQUIRIES: Maureen Dibetle 012 845 7727

APPLICATIONS: e mail Recruit_2021603@npa.gov.za