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The Special Investigating Unit (SIU) is an independent statutory body that was established by the President in terms of the Special Investigating Units and Special Tribunals Act No. 74 of 1996. The primary mandate of the SIU is to investigate allegations of corruption, malpractice and maladministration in government departments, municipalities and State Owned Entities, and to recover financial losses suffered by State institutions.

The SIU has exciting opportunities for an enthusiastic Talent to join our dynamic team. These positions are well suited for individuals who are looking to thrive in an anti-corruption 3A Entity and a supportive workplace.

SENIOR MANAGER: CIVIL LITIGATION X2 (REF NO. SIU22/03/003) PERMANENT

**GAUTENG: HEAD OFFICE
Salary R1 121 391.37 – R1 398 719.63 per annum**

Main purpose: To be responsible for the effective functioning of the Civil Litigation Section of the SIU, which section will handle civil litigation on behalf of the SIU and state institutions investigated by the SIU.

Minimum qualification and experience: LLB or equivalent (NQF 8). Admission as an Attorney or an Advocate. 6 - 8 years' experience after admission as an Advocate or Attorney, within a Civil Litigation environment, of which 4 years is at a management level.

Key performance areas (Include but not limited to): Lead the strategic planning for and management of the Civil Litigation Section of the SIU. Manage and oversee civil litigation on behalf of the SIU and State Institutions investigated by the SIU. Consulting Services. Financial Management. Human Resource Management. Stakeholder Management.

Technical skills: Strong business acumen. Computer literacy in MS Office packages, with high level Excel skills. Presentation skills. Report writing skills. **Required knowledge and Behavioural (include but not limited to):** Sound knowledge of all corporate and other law related legislation and regulations. Understand the public sector. Sound knowledge of stakeholder management strategies. Strategic decision making. Attention to detail. Information monitoring. Leadership capability. Planning and organising. Risk taking.

Applications for this post can be forwarded to recruitment10@siu.org.za

Closing Date: 25 March 2022

PLEASE NOTE:

- The appointment of candidates will be at the Unit's sole discretion and the Unit reserves the right not to make an appointment.
- The SIU encourages electronic applications (email). Please seek the assistance from the provided contact person to assist you in your application, should you not have access to electronic means.
- All applicants **must** complete the SIU Application form. Application Form can be downloaded from <https://www.siu.org.za> or visit SIU's file share on <https://siushare.siu.org.za> (Click on Enter as Guest).

Senior Manager: Civil Litigation

- The SIU is an Anti-Corruption Investigating Unit and requires applicants to make a full and frank disclosure in their application form.
- Fraudulent qualifications or documentations will automatically disqualify candidates.
- All candidates will be subjected to integrity screening procedures and a favourable end report is essential.
- Other critical positions may be subjected to vetting procedures after appointments.
- Correspondence will be limited to shortlisted candidates only. Please be advised that applications received means that processing may take some time. Candidates who have not been contacted within three (3) months of the closing date should consider their applications unsuccessful.
- **POPIA disclaimer:** In line with Protection of Personal Information Act, 4 of 2013 by applying for this position it is accepted that you have consented to your personal information being used and kept for the purposes of processing your application. The SIU will ensure the protection and safeguarding of personal information and all information collected will not be shared with any third parties or be used for the purposes other than for the purpose it was intended.
- The SIU is committed to equality, employment equity and diversity. Preference will be given to persons from designated group in particular Africans and people with disabilities in line with the SIU Employment Equity Plan.
- The salary offered will be in line with SIU approved salary scales, which may change subject to relevant approvals and annual increases.
- Late applications will not be considered after the closing date.