

DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER

POSITION : SENIOR LEGAL ADVISOR: FORENSIC AND INVESTIGATION
SECTION : LEGAL SERVICES
REFERENCE : MM/LA/10/11/24
TOTAL REMUNERATION PACKAGE : In accordance with job level 4 of Merafong City Local Municipality (R 539 011.89 per annum excluding benefits)

REQUIREMENTS: Grade 12 • 3 year tertiary qualification preferably a B-Degree in law (LLB advantageous); • 2 - 5 years relevant legal experience required • Computer literacy: MS Office • Valid Driver's licence.

RESPONSIBILITIES: • Offering guidance on complex legal matters, especially those involving forensic evidence. • Scrutinizing forensic reports and evidence to understand its relevance and reliability in legal cases. • Interpreting laws and regulations related to forensic evidence and its use in court proceedings. • Working closely with forensic experts to understand the nature of evidence, its collection, and analysis. • Preparing legal documents related to forensic evidence, such as affidavits and expert reports. • Representing employer in court proceedings where forensic evidence is a key factor. • Providing training to legal teams on the understanding and use of forensic evidence. • Ensuring that the handling and use of forensic evidence complies with all legal and ethical standards. • Working with law enforcement agencies to ensure the correct collection and preservation of forensic evidence. • Advising lawyers and clients on case strategy, particularly where forensic evidence is involved. • Maintain up-to-date knowledge of laws, regulations, and industry best practices.

COMPETENCIES: **Core Professional Competencies:** Written Communication/Drafting • Oral Communication • Advocacy/Negotiation • Ethics and Professionalism • Organisational Awareness • **Public Service Orientation**
Competencies Functional Competencies: Litigation management Research and Analysis • Interpersonal Relationships • Communication • Service Delivery Orientation • Client Orientation and Customer Focus • **Personal Competencies** • Action Orientation • Resilience • Change Readiness • Cognitive Ability • Learning Orientation.



Please note that within the framework of Council's Employment Equity Plan and in promoting Gender Equality – people living with disability, female and previously disadvantaged candidates are especially encouraged and invited to apply. 