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Office of the Chief Justice: TVET Graduates Learnership Opportunities (2026 / 2027)

Description

We are seeking dynamic and motivated Technical and Vocational Education and Training (TVET) graduates to join our learnership program. This initiative is designed to provide hands-on experience, practical skills development, and exposure to the legal and administrative functions of the Office of the Chief Justice.

Responsibilities

- **Training and Development:** Participate in a comprehensive learnership program that includes on-the-job training, mentorship, and structured learning modules.
- **Legal Research:** Assist in conducting legal research to support judicial decision-making processes.
- **Administrative Support:** Provide administrative assistance to various departments within the Office of the Chief Justice, gaining exposure to the day-to-day operations of a judicial institution.
- **Court Proceedings Support:** Attend court proceedings, take notes, and assist in the preparation of legal documents under the guidance of experienced professionals.
- **Collaboration:** Work collaboratively with legal professionals, support staff, and other learners to contribute to a positive and inclusive learning environment.
- **Compliance:** Ensure adherence to ethical and professional standards in all assigned tasks.

Qualifications

- **TVET Qualification:** Completed a relevant TVET qualification in areas such as Legal Assistance, Office Administration, or a related field.
- **Passion for Justice:** Demonstrated interest in the legal field and a commitment to upholding principles of justice and fairness.
- **Communication Skills:** Strong written and verbal communication skills, with the ability to interact professionally with colleagues and stakeholders.
- **Adaptability:** Willingness to learn, adapt to new challenges, and actively participate in a dynamic work environment.
- **Initiative:** Proactive approach to tasks and a self-starter with the ability to take on responsibilities independently.
- **Ethical Conduct:** Commitment to maintaining the highest ethical standards and confidentiality.

Job Benefits

- **Professional Development:** Gain valuable hands-on experience and training within the legal field, enhancing your skills and knowledge in a professional environment.
- **Mentorship:** Receive guidance and mentorship from experienced legal professionals, providing insights and advice to support your career.

Hiring organization

Office of the Chief Justice

Employment Type

Intern

Duration of employment

3 Months

Industry

Government Administration

Job Location

Johannesburg, Gauteng, South Africa, 2000, Johannesburg, Gauteng, South Africa

Working Hours

09

Date posted

June 15, 2026

Valid through

14.02.2028

development.

- **Networking Opportunities:** Connect with professionals within the Office of the Chief Justice, fostering relationships that may contribute to future career opportunities.
- **Exposure to Judicial Processes:** Attend court proceedings and contribute to legal research, providing a unique opportunity to understand the intricacies of the judicial system.
- **Comprehensive Training Program:** Participate in a structured learnership program that includes both theoretical and practical components, ensuring a well-rounded learning experience.
- **Diverse Work Environment:** Collaborate with colleagues from various backgrounds and disciplines, promoting a diverse and inclusive workplace.
- **Career Advancement:** Demonstrate your capabilities and commitment, potentially leading to future employment opportunities within the Office of the Chief Justice or the broader legal sector.
- **Competitive Stipend:** Receive a stipend or compensation for your participation in the learnership program, acknowledging your time and efforts.
- **Skill Enhancement:** Develop and enhance practical skills in legal research, administration, and other relevant areas, making you more competitive in the job market.
- **Contribution to Justice:** Be part of an organization dedicated to upholding justice and the rule of law, contributing to the greater good of society through your work in the legal field.

Contacts

1. Prepare Your Application Materials:

- Resume: Include details of your education, work experience, skills, and any relevant achievements.
- Cover Letter: Clearly express your interest in the learnership program, outlining how your skills and qualifications align with the position. Mention your passion for justice and your motivation to work with the Office of the Chief Justice.

2. Gather Academic Transcripts:

- Collect copies of your academic transcripts, showcasing your TVET qualification.

3. Compose an Email:

- Address your email to the specified email address provided in the job description.
- Use a clear and professional subject line such as "Application for TVET Graduates Learnership Opportunities."

4. Attach Application Documents:

- Attach your resume, cover letter, and academic transcripts to the email.

5. Introduce Yourself:

- In the body of the email, briefly introduce yourself, expressing your enthusiasm for the learnership program and your eagerness to contribute to the Office of the Chief Justice.

6. Specify the Position:

- Clearly state your interest in the TVET Graduates Learnership Opportunities and mention any specific details requested in the job description.

7. Proofread Your Application:

- Before sending, carefully proofread your email, resume, and cover letter to ensure accuracy and professionalism.

8. Submit by Deadline:

- Respect the application deadline specified in the job description. Late applications may not be considered.

9. Confirmation of Receipt:

- If possible, request a confirmation of receipt to ensure that your application has been received.

10. Wait for Communication:

- Allow time for the Office of the Chief Justice to review applications. Only shortlisted candidates will be contacted for further steps.