ANNEXURE D

INDEPENDENT POLICE INVESTIGATIVE DIRECTORATE

The Independent Police Investigative Directorate (IPID) is an equal opportunity and affirmative action employer. It is our intention to promote representatively in terms of race, gender and disability within the Department through the filling of posts.

APPLICATIONS:
Independent Police Investigative Directorate, National Office Private Bag X 941 Pretoria 0002 hand deliver to 114 Madiba street, City Forum Building, Pretoria 0001.

FOR ATTENTION:
Ms P Mereko

CLOSING DATE:
12 August 2019 at 16h30

NOTE:
Applications must be submitted on form Z83, obtainable from any Public Service Department accompanied by a fully completed and signed form Z83 and a recently updated, comprehensive CV as well as recently certified copies (Not older than 3 months after publication of the advert) of all qualification(s) including a Senior Certificate and ID-document (Driver’s license where applicable). Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their applications. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. The successful candidate will have to undergo security vetting. His / her character should be beyond reproach. The appointment is subject to security clearance, verification of qualifications and competency assessment (criminal record, citizenship, credit record checks, qualification verification and employment verification). The successful candidates will be appointed on a probation period of 12 months and will be required to sign a performance agreement. The suitable candidate will be selected with the intention of promoting representivity and achieving affirmative action targets as contemplated in the Department’s Employment Equity Plan.

OTHER POSTS

POST 27/29:
ASSISTANT DIRECTOR: LABOUR RELATIONS REF NO: Q9/2019/18

SALARY:
R376 596 per annum (Level 09)

CENTRE:
National Office (Pretoria)

REQUIREMENTS:
A relevant Bachelor’s Degree or equivalent qualification in HRM or Labour Relations/ Labour Law. Three to five year’s (3-5) experience in Labour Relations environment. A valid driver’s license. Knowledge requirements: Labour Law Prescripts, Public Service Act, Public Service Regulations, PSCBC & GPSSBC Resolutions and Case law. Skills and Competencies: Communication, Interpersonal relations, Report writing and supervisory skills, Relations environment and Negotiations.

DUTIES:
Ensure promotion of sound labour peace, including effective management of dispute settlement, grievances and discipline. Ensure Departmental compliance on Labour Relations matters. Provide advisory services to management. Assist in the development and implementation of Labour Relations Policies and guidelines. Represent the Department in all relevant forums. Supervise staff.

ENQUIRIES:
Mr S Phaladi Tel No: (012) 339 0091

POST 27/30:
LABOUR RELATIONS PRACTITIONER REF NO: Q9/2019/19

SALARY:
R316 791 per annum (Level 08)

CENTRE:
National Office (Pretoria)

REQUIREMENTS:
Good Interpersonal, Negotiation Skills. Ability to work under pressure. Computer literate. interpersonal and analytical skills.

**DUTIES**: Handle grievances and misconduct. Represent the department in dispute resolutions forums. Ensure labour peace and discipline in the Department. Provide labour relations training. Assist in the development and implantation of labour relations policies. Coordinate the departmental Bargaining Chamber meetings. Advice employees and management on labour related issues. Provide administrative duties to the component.

**ENQUIRIES**: Mr S Phaladi Tel No: (012) 339 0091