OFFICE OF THE CHIEF JUSTICE

The Office of the Chief Justice is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195(1)(i) of the Constitution of South Africa, 1996, the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act 55 of 1998) and the relevant Human Resources policies of the Department will be taken into consideration. Women and People with Disabilities are encouraged to apply.

APPLICATIONS: National Office: Midrand: Quoting the relevant reference number, direct your application to: The Director: Human Resources, Office of the Chief Justice, Private Bag X10, Marshalltown, 2107. Applications can also be hand delivered to the Office of the Chief Justice, Human Resource Management, 188, 14th Road, Noordwyk, Midrand.

CLOSING DATE: 20 September 2019

NOTE: Shortlisted candidates must be willing to undergo normal vetting and verification processes, including a competency assessment for Senior Management Service. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV as well as certified copies of all qualification/s and ID document (no copies of certified copies are allowed; certification should not be more than three months old). Failure to submit all the requested documents will result in the application not being considered. Please indicate the reference number and position you are applying for on your application form. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. Applications received after the closing date, as well as applications received via fax or email, will NOT be considered or accepted.

MANAGEMENT ECHELON

POST 32/28: DIRECTOR: EMPLOYEE RELATIONS REF NO: 2019/568/OCJ (3 Year Contract)

SALARY: R1 057 326 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.

CENTRE: National Office: Midrand


DUTIES: Deliver high quality strategic employee relations to support the strategic objectives of the Department by ensuring timeous review and implementation of employee relations policies, codes and practices, effective handling of investigations with proper documentation, effective management of grievances, disputes and disciplinary cases, analysis of employee relations trends and proper recommendations for mitigation. Provide strategic support and effective coordination of dispute resolution mechanism by developing and implementing dispute resolution protocol for the Department, rendering advisory services to management on issues of collective bargaining, managing a sound relationship.
between unions and management and serving as a Chief Negotiator at the Departmental Bargaining Chamber (DBC). Provide strategic support in ensuring that the Department complies with the Employment Equity Act by ensuring effective implementation and monitoring of Employment Equity Plan, conducting of employment equity audits in order to identify the barriers in terms of the employment practices, proper implementation of gender programs within the Department. Provide strategic support on the implementation of Employee Health and Wellness programmes by ensuring the development and implementation of Employee Health and Wellness policies in line with the Departmental needs and legislation, conducting of occupational health and safety audits, effective management of injury on duty cases, assessing and monitoring of the impact of employee health and wellness in the Department.

ENQUIRIES

Mr E Moeng Tel No: (010) 493 2524