DEPARTMENT OF EMPLOYMENT AND LABOUR

It is the Department’s intention to promote equity (race, gender and disability) through the filling of this post with a candidate whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

CLOSING DATE : 17 December 2019

NOTE : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. The fully completed and signed form Z83 (Section A and B compulsory) should be accompanied by a recently updated, comprehensive CV as well as recently certified copies (Not older than 6 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. The Department does not accept applications via fax or email. Failure to submit all the requested documents and failure to follow application instructions will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. All shortlisted candidates for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise; the selection panel will recommend candidates to attend generic managerial competencies using the mandated DPSA SMS competency assessment tools. Successful candidates will be appointed on a probation period of 12 months. The Department reserves the right not to make any appointment(s) to the above post. Successful candidates will be expected to sign a performance agreement.

OTHER POSTS

POST 43/05 : PRINCIPAL INSPECTOR: CIVIL AND CONSTRUCTION ENGINEERING (X15 POSTS)

SALARY : R470 040 per annum

CENTRE : Gauteng Ref No: HR4/4/11/20GP (X2 Posts)
Eastern Cape Ref No: HR4/4/12/21EC (X3 Posts)
Western Cape Ref No: HR4/4/19/22WC (X1 Post)
Kwazulu-Natal Ref No: HR4/4/20/23KZN (X3 Posts)
Limpopo Ref No: HR4/4/15/24LP (X1 Post)
Mpumalanga Ref No: HR4/4/13/25MP (X1 Post)
North-West Ref No: HR4/4/10/26NW (X1 Post)
Northern-Cape Ref No: HR4/4/14/27NC (X1 Post)
Provincial Office: Free State Ref No: HR4/4/19FS (X2 Posts)


DUTIES : Provide inputs into the development of Civil and Construction Policies and ensure the implementation of OHS Strategy for the Department of Employment and Labour in terms of OHS legislation. Conduct complex inspections for Civil and Construction Engineering regularly as per OHS programme. Conduct technical research on latest trends of Occupational Health and Safety in terms
of Civil and Construction Engineering Sector. Provide support for enforcement action, including preparation of reports for legal proceedings.

ENQUIRIES: Mr T Szana Tel No: (012) 309 4388
APPLICATIONS:

Polokwane: Chief Director: Provincial Operations: Private Bag X 9368 Polokwane 0700 Physical address 42A Schoeman Street, Polokwane 0700.

East London: Chief Director: Human Resources Operations: Private Bag X 9005, East London 5201, or Hand deliver at Department of Labour, No.3 Hill Street, East London.

Emalahleni: Chief Director: Provincial Operations: Private Bag X 7263, Emalahleni, 1035 or hand deliver at Department of Labour, Corner Hofmeyer Street and Beatty Avenue.

Bloemfontein: Chief Director: Provincial Operations: P O Box 522, Bloemfontein, 9300 or hand delivers at Laboria House, 43 Charlotte Maxeke Street, Bloemfontein.

Cape Town: Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Labour, No.9 Long Street, Cnr Riebeeck and Long Street Cape Town.

Kimberly: Chief Director: Provincial Operations: Private Bag X 5012, Kimberly, 8301 or hands deliver at Cnr Compound and Pniel Road.

Durban: Chief Director: Provincial Operations: P O Box 940, Durban, 4000 or hands deliver at 267 Anton Lambede Street, Royal Hotel Building, Durban.

Johannesburg: Chief Director: Provincial Operations: PO Box 4560, Johannesburg, 2001, or hands deliver at 77 Korte Street, Braamfontein.

Mmabatho: Chief Director: Provincial Operations: Private Bag X 2040, Mmabatho, 2735 or hand deliver at University Drive, Provident House, Mmabatho.

FOR ATTENTION:

Human Resources Management, Provincial Office: (Limpopo)
Resources Management: (East London)
Human Resource Management: (Emalahleni)
Human Resources Management: (Bloemfontein)
Human Resources Management: (Western Cape)
Human Resource Management: (Kimberly)
Human Resources Management: (Kwazulu-Natal)
Human Resources Management: (Gauteng)
Human Resources Management: (Mmabatho)

POST 43/06: PRINCIPAL INSPECTOR: MECHANICAL ENGINEERING (X17 POSTS)

SALARY: R470 040 per annum
CENTRE:
Limpopo Ref No: HR4/19/11/31LP (X1 Post)
Kwazulu-Natal Ref No: HR4/19/11/32KZN (X4 Posts)
Eastern Cape Ref No: HR4/19/11/33EC (X2 Posts)
Western Cape Ref No: HR4/19/11/34WC (X2 Posts)
North-West Ref No: HR4/19/11/35NW (X2 Posts)
Mpumalanga Ref No: HR4/19/11/36MP (X1 Post)
Gauteng Ref No: HR4/19/11/37GP (X3 Posts)
State Ref No: HR4/19/11/38FS (X1 Post)
Northern Cape Ref No: HR4/19/12/39NC (X1 Post)


DUTIES:
Provide inputs into the development of Mechanical Engineering and ensure implementation of Policies and Strategy for the Department of Employment and Labour in terms of OHS Legislation. Conduct complex inspections for Mechanical Engineering regularly as per OHS programme. Conduct technical research on latest trends of Mechanical Engineering in terms of Occupational Health and Safety. Provide support for enforcement action, including preparation of reports for legal proceedings.

ENQUIRIES: Mr T Szana Tel No: (012) 309 4388
APPLICATIONS: Polokwane: Chief Director: Provincial Operations: Private Bag X 9368 Polokwane 0700 Physical address 42A Schoeman Street, Polokwane 0700.
East London: Chief Director: Human Resources Operations: Private Bag X 9005, East London 5201, or Hand deliver at Department of Labour, No.3 Hill Street, East London.

Emalahleni: Chief Director: Provincial Operations: Private Bag X 7263, Emalahleni, 1035 or hand deliver at Department of Labour, Corner Hofmeyer Street and Beatty Avenue.

Bloemfontein: Chief Director: Provincial Operations: P O Box 522, Bloemfontein, 9300 or hand delivers at Laboria House, 43 Charlotte Maxeke Street, Bloemfontein.

Cape Town: Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at Department of Labour, No.9 Long Street, Cnr Riebeek and Long Street Cape Town.

Kimberly: Chief Director: Provincial Operations: Private Bag X 5012, Kimberly, 8301 or hands deliver at Cnr Compound and Pniel Road

Durban: Chief Director: Provincial Operations: P O Box 940, Durban, 4000 or hand deliver at 267 Anton Lambede Street, Royal Hotel Building, Durban.

Johannesburg: Chief Director: Provincial Operations: PO Box 4560, Johannesburg, 2001, or hands deliver at 77 Korte Street, Braamfontein.

Mmabatho: Chief Director: Provincial Operations: Private Bag X 2040, Mmabatho, 2735 or hand deliver at University Drive, Provident House, Mmabatho.

FOR ATTENTION:

Human Resources Management Provincial Office (Limpopo)
Human Resources Management (East London)
Human Resource Management (Emalahleni)
Human Resources Management (Bloemfontein)
Human Resource Management (Western Cape)
Human Resource Management (Kimberly)
Human Resources Management (Kwazulu-Natal)
Human Resources Management (Gauteng)
Human Resources Management (Mmabatho)

POST 43/07: PRINCIPAL INSPECTOR: ELECTRICAL ENGINEERING (X17 POSTS)

SALARY: R470 040 per annum

CENTRE:
Limpopo Ref No: HR4/19/11/11LP (X2 Posts)
Kwazulu-Natal Ref No HR4/19/11/12KZN (X4 Posts)
Eastern Cape Ref No: HR4/19/11/13EC (X2 Posts)
Western Cape Ref No: HR4/19/11/14WC (X2 Posts)
North-West Ref No: HR4/19/11/15NW (X1 Post)
Mpumalanga Ref No: HR4/19/11/16MP (X1 Post)
Gauteng Ref No: HR4/19/11/17GP (X2 Posts)
Free State Ref No: HR4/19/11/18FS (X2 Posts)
Northern Cape Ref No: HR4/19/11/12NC (X1 Post)

REQUIREMENTS:

DUTIES:
Provide inputs into the development of Electrical Engineering Policies and ensure the implementation of OHS Strategy for the Department of Employment and Labour in terms of OHS legislation. Conduct complex inspections for Electrical Engineering regularly as per OHS Programme. Conduct technical research on the latest trends of Electrical Engineering in terms of occupational health and safety. Provide support for enforcement action, including preparation of reports for legal proceedings.

ENQUIRIES: Mr T Szana Tel No: (012) 309 4388

APPLICATIONS:
Polokwane: Chief Director: Provincial Operations: Private Bag X 9368 Polokwane 0700 Physical address 42A Schoeman Street, Polokwane 0700.
East London: Chief Director: Human Resources Operations: Private Bag X 9005, East London 5201, or Hand deliver at Department of Labour, No.3 Hill Street, East London.
Emalahleni: Chief Director: Provincial Operations: Private Bag X 7263, Emalahleni, 1035 or hand deliver at Department of Labour, Corner Hofmeyer Street and Beatty Avenue.
POST 43/08 : PRINCIPAL INSPECTOR: OCCUPATIONAL HEALTH AND HYGIENE (X48 POSTS)

SALARY : R470 040 per annum

CENTRE : Limpopo- Reference No: HR4/19/12/71LP (X5 Posts)
          Kwazulu-Natal Ref No: HR4/19/12/72KZN (X13 Posts)
          Eastern Cape Ref No: HR4/19/12/73EC (X3 Posts)
          North-West Ref No: HR4/19/12/75NW (X3 Posts)
          Mpumalanga Ref No: HR4/19/12/76MP (X3 Posts)
          Gauteng Ref No: HR4/19/12/77/GP (X9 Posts)
          Free State Ref No: HR4/19/12/78FS (X5 Posts)
          Northern Cape Ref No: HR4/19/12/79NC (X1 Post)


DUTIES : Provide inputs into the development of Health and Hygiene policies and ensure implementation of OHS Strategy for the Department in terms of OHS legislations. Conduct complex inspections for Health and Hygiene regularly as per inspection programme. Conduct technical research on latest trends in Occupational Health and Hygiene within identified sectors. Provide support for enforcement action, including preparation of reports for legal proceedings.

ENQUIRIES : Mr T Szana Tel No: (012) 309 4388

APPLICATIONS : Polokwane: Chief Director: Provincial Operations: Private Bag X 9368 Polokwane 0700 Physical address 42A Schoeman Street, Polokwane 0700.
               East London: Chief Director: Human Resources Operations: Private Bag X 9005, East London 5201, or Hand deliver at Department of Labour, No.3 Hill Street, East London.
               Emalahleni: Chief Director: Provincial Operations: Private Bag X 7263, Emalahleni, 1035 or hand deliver at Department of Labour, Corner Hofmeyer Street and Beatty Avenue.
               Bloemfontein: Chief Director: Provincial Operations: Private Bag X 7263, Emalahleni, 1035 or hand deliver at Department of Labour, Corner Hofmeyer Street and Beatty Avenue.

          Bloemfontein: Chief Director: Provincial Operations: P O Box 522, Bloemfontein, 9300 or hand deliver at Laboria House, 43 Charlotte Maxeke Street, Bloemfontein. 
Cape Town: Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Labour, No.9 Long Street, Cnr Riebeeck and Long Street Cape Town.

Kimberly: Chief Director: Provincial Operations: Private Bag X 5012, Kimberly, 8301 or hands deliver at Cnr Compound and Pniel Road.

Durban: Chief Director: Provincial Operations: P O Box 940, Durban, 4000 or hands deliver at 267 Anton Lambede Street, Royal Hotel Building, Durban.

Johannesburg: Chief Director: Provincial Operations: PO Box 4560, Johannesburg, 2001, or hands deliver at 77 Korte Street, Braamfontein.

Mmabatho: Chief Director: Provincial Operations: Private Bag X 2040, Mmabatho, 2735 or hand deliver at University Drive, Provident House, Mmabatho.

FOR ATTENTION :

Human Resources Management, Provincial Office (Limpopo)
Human Resources Management (East London)
Human Resource Management (Emalahleni)
Human Resources Management (Bloemfontein)
Human Resource Management (Western Cape)
Human Resource Management (Kimberly)
Human Resources Management (Kwazulu-Natal)
Human Resources Management (Gauteng)
Human Resources Management (Mmabatho)

POST 43/09 :

PRINCIPAL INSPECTOR: MAJOR HAZARDS INSTALLATION AND EXPLOSIVES (MHI) (X3 POSTS)

SALARY : R470 040 per annum
CENTRE :
- Gauteng Ref No: HR4/19/11/45GP (X1 Post)
- Kwazulu-Natal Ref No: HR4/19/11/46KZN (X1 Post)
- Western Cape Ref No: HR4/19/11/51WC (X1 Post)

REQUIREMENTS :

DUTIES :
Provide inputs into development and implementation of Major Hazard Installations and Explosives policies and strategy for the Department of Employment and Labour in terms of OHS Legislation. Conduct complex inspections for Major Hazard Installations and Explosives regularly as per OHS programme. Conduct technical research on latest trends of Occupational Health and Safety in relation to Major Hazard Installations and Explosives. Provide support for enforcement action, including preparation of reports for legal proceedings.

ENQUIRIES :
Mr T Szana Tel No: (012) 309 4388

APPLICATIONS :
- Johannesburg: Chief Director: Provincial Operations: PO Box 4560, Johannesburg, 2001, or hands deliver at 77 Korte Street, Braamfontein.
- Durban: Chief Director: Provincial Operations: P O Box 940, Durban, 4000 or hands deliver at 267 Anton Lambede Street, Royal Hotel Building, Durban.
- Cape Town: Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Labour, No.9 Long Street, Cnr Riebeeck and Long Street Cape Town.

FOR ATTENTION :
Sub-directorate: Human Resources Management, Gauteng
Sub-directorate: Human Resources Management, Kwazulu-Natal
Sub-directorate: Human Resources Management, Western Cape

POST 43/10 :

ASSISTANT DIRECTOR FACTORY PRODUCTION: OPERATIONS: WOOD, METAL AND TEXTILE (X2 POSTS)

SALARY : R470 040 per annum
CENTRE :
- SEE: Kwazulu-Natal (Durban) Ref No: HR 4/19/09/01 (X1 Post)
- SEE: Pretoria (Silverton) Ref No: HR 4/19/09/02 (X1 Post)

REQUIREMENTS :
Qualification in one of the following: Occupational Certificate: Carpenter/Furniture Upholstery (NQF Level 04)/Occupational Certificate: Carpenter/Furniture Upholstery (NQF Level 04)

DUTIES:
- Manage and monitor production within the factory. Manage the operational functions of the factory. Manage resources within the factory. Manage compliance to Occupational Health and Safety within factory.

ENQUIRIES:
- Ms Adri Pretorius Tel No: (012) 843 7300

APPLICATIONS:
- Chief Director: Human Resources Management: Private Bag X 117, Pretoria, 0001 or hand deliver at 215 Francis Baard Street.

FOR ATTENTION:
- Sub-directorate: Human Resources Operations, Head Office