

OFFICE OF THE PUBLIC SERVICE COMMISSION

The Office of the Public Service Commission is an equal opportunity, representative employer. It is the intention to promote representivity (race, gender and disability) in the Public Service through the filling of positions. Candidates whose appointment/transfer/promotion will promote representativeness will therefore receive preference. Persons with disability are especially encouraged to apply. An indication of representativeness profile by applicants will expedite the processing of applications.

APPLICATIONS: Forward your application, stating the relevant reference number to: The Director-General, Office of the Public Service Commission, Private Bag X121, Pretoria, 0001 or hand-deliver at Commission House, Office Park Block B, 536 Francis Baard Street, Arcadia, Pretoria, or you can email your application to recruitment@opsc.gov.za.

FOR ATTENTION: Mr M Mabuza

NOTES: Applications must be submitted on Form Z.83 obtainable from any Public Service department and should be accompanied by a recent updated comprehensive CV, certified copies of qualifications, Identity Document and driver's license. Should you be in possession of a foreign qualification(s), it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). The successful candidate will be required to obtain a confidential security clearance issued by the State Security Agency. The OPSC will verify the qualifications and conduct reference checking on short-listed candidates. Candidates will be subjected to Competency Assessment to determine their suitability for the post. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. Please take note that late applications will not be accepted. **Applicants are advised that until 31 December 2020 the current application for employment (Z83) form will be applicable, however, from 1 January 2021, a new application for employment (Z83) form will be effective. Should an individual wish to apply for a post on or after 1 January 2021, he/she will be required to submit the new application for employment (Z83) form which can be downloaded at www.dpsa.gov.za-vacancies. From 1 January 2021 should an application be received using incorrect applications for employment (Z83) form, it will not be considered.**

POST: **DEPUTY DIRECTOR: LABOUR RELATIONS DISPUTE AND LITIGATION (2 MONTHS CONTRACT) X3 POSTS (This is a re-advertisement, those who previously applied are encouraged to reapply)**

NATIONAL OFFICE X2 REF NO DD/LRDL/11/2020
LIMPOPO X1 REF NO: DD/LRDL/11/2020/LIM

SALARY: All-inclusive remuneration package of R869 007 per annum.

CENTRE: **PUBLIC SERVICE COMMISSION HOUSE, PRETORIA AND LIMPOPO PROVINCIAL OFFICE**

REQUIREMENTS: The Public Service Commission requires the services of a technically experienced person to support it to fulfill its constitutional mandate and for this purpose she/he should have. An appropriate recognised National Diploma/Bachelor's Degree (NQF level 6/7) in Law/ Labour Relations, Human Resource Management, Public Management. 3-5 years in Labour Relations and supervisory experience at junior level. Professional Knowledge of Labour Relations, Labour Law, Human Resource Practices and case management. Proven investigative, analytical skills legal interpretation skills. Report Writing skills. An understanding of the Constitutional Values and Principles (CVPs) in section 195 and how these CVPs contribute towards effective public service delivery. An understanding of how this post supports the role of the PSC regarding the CVPs. Presentation skills and management skills and organising skills. Proven computer literacy the Microsoft Office Suite. A Valid driver's license (with exception of disabled applicants).

DUTIES: Key Performance Area: To promote Public Service labour relations and management practices. Investigate grievances through evaluation, research and analysis and draft investigative reports. Monitor the implementation of Public Service Commission's recommendations. Management of the grievances management system (database). Conduct research project in assigned areas. Compile presentations on report.

ENQUIRIES: Mr L Yekwa TEL: (012) 352 1140/ Pretoria
Ms T Makhubele TEL: 015 291 4783 Limpopo

CLOSING DATE: 11 December, 15h45