DEPUTY DIRECTOR: TRANSVERSAL HUMAN RESOURCE SERVICES

DUTIES:
- Ensuring that the Human Resource Management Systems are in place and that processes are in line with the policies and standards of the DGPSB.
- Ensuring compliance with SARS, ECA, ESOP, CBA, SDA, ESOP, ICAS,
- Monitoring performance and conducting disciplinary procedures as necessary.
- Ensuring that the Human Resource Management Information Systems are maintained and used to support effective people management.
- Providing advice and support to the provincial directors in the management of employee relations and industrial relations.
- Ensuring that the Human Resource Management Policies and Procedures are in line with the DGPSB's policies and standards.

SALARY: R139 491.20 p.a. (Plus Benefits)

REQUIREMENTS:
- A grade 12 certificate plus comprehensive experience in Human Resource Management.
- Good understanding of labour legislation and practice.
- Good interpersonal skills.
- Good communication skills (written and verbal).
- Good organizational and planning skills.
- Good attention to detail.
- Good computer literacy.

DEPUTY DIRECTOR: DISPUTE MANAGEMENT

DUTIES:
- Ensuring that the Dispute Management System is in place and that processes are in line with the policies and standards of the DGPSB.
- Ensuring compliance with SARS, ECA, ESOP, CBA, SDA, ESOP, ICAS,
- Monitoring performance and conducting disciplinary procedures as necessary.
- Ensuring that the Dispute Management Information Systems are maintained and used to support effective people management.
- Providing advice and support to the provincial directors in the management of employee relations and industrial relations.
- Ensuring that the Dispute Management Policies and Procedures are in line with the DGPSB's policies and standards.

SALARY: R171 793.15 p.a. (All inclusive remuneration package of which a portion could be structured within applicable employment conditions).

REQUIREMENTS:
- A grade 12 certificate plus comprehensive experience in Dispute Management.
- Good understanding of labour legislation and practice.
- Good interpersonal skills.
- Good communication skills (written and verbal).
- Good organizational and planning skills.
- Good attention to detail.
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