

01 April 2022

**The Public Investment Corporation (PIC) invests funds on behalf of public sector entities including the Government Employees Pension Fund. The organisation is the largest investment manager in the country and the continent. Applications are invited from dynamic individuals for the following challenging position:**

**Position: Employee Relation Consultant**

**(Ref: TEMP)**

**Job Grade: \* C4 – D2**

**Salary:** All-inclusive remuneration package negotiable

**Centre:** Public Investment Corporation, Pretoria

**Requirements:**

- Grade 12
- Degree in Labour Relations, or an equivalent NQF level 7 qualification
- 5-10 years' experience in Employee Relations Environment.
- Experience in financial services and unionised environment will be an advantage
- Extensive knowledge and application of all workplace Law BCEA, LRA, EEA, etc

**Duties:**

Key Performance Areas (KPA's)/Objectives (Usually not more than five to six)

- Advise HR practitioners and management on the implementation of the collective agreement
- Manage management/union relationships in a way that fosters collaboration and sound employee relations within the PIC
- Ensure proper adherence to Employee Relations management processes following PIC policies and procedures.
- Provide advisory and administration function of disciplinary and grievance processes

- Assist management and other relevant employees in all aspects of employee relations practices through the development of guidelines and training initiatives, including a critical skills base for managers to chair and chair hearings/disciplinary as well as grievances
- Liaise and consult with the legal department to procure external attorney's services
- Conduct annual Employee Relations audit to ensure alignment with statutory requirements, company's policies and procedures.

**Competencies:**

- Good business communication skills (oral and written)
- Ability to deal with pressure/stress
- Ability to deal with different stakeholders
- Business analyses skills
- Results/performance orientated
- Accuracy and logical thinking
- High degree of Integrity
- Negotiation skills

**With the PIC having topped the R2,4 trillion mark assets under management and in the process of entering the global investment market, it is the best asset manager any serious professional would want to be associated with. It is also one of the better places from which one can serve South Africa.**

**Closing Date: 14 April 2022**

**PIC is an equal opportunities employer.**

Please forward copies of your comprehensive CV's to: [Recruitment2@pic.gov.za](mailto:Recruitment2@pic.gov.za)

**\*Grade range is from C4 –D2 commensurate with applicable minimum requirements.**