

24 January 2023

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: Labour Relations Manager (Fixed Term Contract)

Grade: D3 – D5

(Ref: LRA002)

Salary: All-inclusive remuneration package negotiable

Centre: Human Resources

Purpose of role:

To drive, promote harmonious and productive working environment for PIC employees in partnership with organized labour.

Requirements:

- Grade 12
- Bachelor's degree in employment law, relevant IR/HR qualification
- 8 -10 years' experience in employment law at senior management level with full competency in all areas of the ER value-chain
- Knowledge of public service or ambit of the public entities will be an added advantage
- Knowledge of contemporary industrial relations dynamics, case law, labour legislation, trends and trade union matters

Duties:

- To build and maintain stable and productive relationships with organized labour.
- To provide expert advice on labour relations matters, bespoke practices, ensure compliance and lead all the statutory and labour related process
- To collaborate and maintain synergies with social, ethics and legal departments on labour-related matters
- Significant high-level experience in dispute resolutions including mediation, arbitration and negotiation
- To meaningfully contribute to the development, implementation and management of a business-focused employee relations strategy, business plan and initiatives that enhance the PIC's employee value proposition

- To provide thought leadership and expert advice to the PIC management teams on the employee relations field and related labour legislation implications for PIC practices in the workplace
- To enable HR practitioners and line managers across the organization regarding the Employee Relations strategy, collective bargaining, labour dispute prevention and resolutions.
- Advise and lead the management team on collective bargaining negotiations with labour representatives on matters of mutual interest including the management of shop stewards in the workplace.
- Manage union/labour representatives' relationships in a way that fosters collaboration and sound employee relations within PIC
- Provide guidance and lead in assisting the implementation and monitoring of collective agreements with labour representatives on behalf of management
- Manage the constructive development of a collegial relationship with all recognized unions in the PIC
- Ensure effective management of discipline and grievance practices in accordance with the approved HR policies and in line with the labour laws and code of good practice
- Assist and support the strategic management and oversight of employment practices in PIC that impact on discipline, grievances and disputes are applied consistently, fairly and managed efficiently without compromising PIC's values
- Oversee and conduct the management of disciplinary matters and individual and collective labour disputes and ensure cost-effectiveness of all matters within reasonable levels.
- Review complex investigations and outcomes of cases and advise on the impact of HR policies and practices.
- To draft and review policies and procedures in relation to human resources and advice on changes of relevant legislation and the impact thereof and ensure that PIC is in full compliance with relevant legislation.
- To advise on labour legislation – ensuring actions are done within the prescripts of the law – and to dissect new legislation (bills) for advice and to assist business with the implementation of the piece of legislation
- Capacitate management in all aspects of employee relations practices through the development of guidelines and training initiatives including creating a critical skills base for managers to manage and chair hearings/disciplinary as well as grievances.
- Liaise in consultation with the legal department with appointed or for purposes of procuring external attorneys' services.

Competencies and skills:

- Employment law
- Legislation
- Employment litigation
- Understanding of legislative requirements for PIC
- Negotiation and communication skills
- Knowledge of CCMA/bargaining processes
- Knowledge of relevant policies and procedures

- Conflict resolution and problem-solving skills

With the PIC having topped the R2,5 trillion mark in 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: 30 January 2023

PIC is an equal opportunities employer and as such appointments will be in line with the PIC Employment Equity plan

Please forward copies of your comprehensive CV's to recruitment4@pic.gov.za

*** Grade range is from D3 – D5 commensurate with applicable minimum requirements.**

Privacy Notice: By submitting your job application, you consent to PIC's processing of your personal information for the purposes of assessing your job application. PIC will process your Personal Information in accordance with applicable laws and the PIC Privacy Policy available [here](http://www.pic.gov.za) (www.pic.gov.za). You are free to withdraw your consent at any time, after which, PIC may no longer be able consider your job application.