

18 August 2025

The Public Investment Corporation SOC Limited (PIC) is an asset management firm, whose mandate is to make investments in various sectors of the economy on behalf of public sector entities. Amongst our clients are the Government Employees Pension Fund, the Unemployment Insurance Fund and the Compensation Fund. Over the years, we have grown to be amongst the top, large investment managers in South Africa and the rest of the African continent, with current assets under management at just over R3 trillion. At the centre of our growth is a team of self-driven professionals who are results-focused.

We are currently seeking applications from dynamic individuals for the following position:

- **Position:** SHE (Safety, Health and Environment) Officer (FTC – 6 Months)
- ***Job Grade:** C3 – C5
- **Ref:** SHEOFF002
- **Salary:** All-inclusive remuneration package negotiable
- **Centre:** Risk Management

Purpose of the role:

To ensure a safe, healthy and environmentally responsible workplace environment.

Requirements:

- Grade 12 & a Diploma in Occupational Health and Safety/ Environmental Health
- B.Tech: Environmental Health with Occupational Health and Safety will be an advantage
- 3 - 5 years' experience in a similar role

Duties:

- Ensure full compliance with the requirements of the OHS Act and other relevant legislation.
- Implement and maintain SHE programmes in order to ensure that PIC complies with all relevant legislation.

- Investigate, record and report hazards, incidents, injuries, and health issues within the workplace.
- Identify unsafe working conditions, study possible causes and recommend remedial actions to prevent recurrence.
- Conduct SHE awareness sessions for management, supervisors and workers on health and safety practices and legislation.
- Ensure that all emergency preparedness appointees (First Aiders, Health, and Safety Representatives, etc.) are formally trained by authorised or certified trainers/organisations.
- Conduct annual emergency drills.
- Conduct SHE inductions for new employees, consultants, and contractors on PIC emergency procedures.
- Coordinate SHE committee activities.
- Communicate frequently with management to report on the status of occupational health and safety programmes.
- Develop occupational health and safety systems, including policies, procedures, and manuals.
- Assist in compliance reviews, general risk assessments and other safety assessments to support Health, Safety and Environmental management.
- Compile a quarterly report on SHE performance.
- Attend to daily SHE issues in the building, including complaints.
- Ensure that safety equipment is inspected & serviced (by qualified service providers) accordingly and not tampered with by conducting routine or random inspections.

Competencies and skills:

- Problem solving
- Customer focus/Client centricity
- Planning and managing resources
- Strong Communication skills
- Business acumen
- Negotiation skills
- Compliance Management
- Report writing skills

Our firm values diversity and excellence, and is committed to realising these across all operations and investment activities. If you are dynamic, resilient, agile, disciplined and eager to be part of a team that is focused on creating meaningful change, you are encouraged to apply for this position.

Closing Date: 25 August 2025

*** Grade Range:** The grade range for this position is from C3 – C5, commensurate with applicable minimum requirements.

The PIC is an equal opportunity employer and aligns appointments with its Employment Equity Plan.

Please forward a copy of your comprehensive curriculum vitae to: Recruitment4@pic.gov.za

Privacy Notice: *By submitting your application, you consent to the PIC processing your personal information as per applicable laws and the PIC Privacy Policy available on the PIC website (www.pic.gov.za). You are free to withdraw your consent at any time, after which, the PIC may cease processing your application.*