



**NATIONAL UNION OF METALWORKERS OF SOUTH AFRICA  
NORTHERN CAPE REGION**

**RK Selekisho House  
67 Aliwal Street  
Westdene  
BLOEMFONTEIN  
9300**

**P O Box 1905  
BLOEMFONTEIN  
9300**

**Tel: (051) 448 4639  
Fax: (051) 448 4648**

**[pumezak@numsa.org.za](mailto:pumezak@numsa.org.za)**

**REGIONAL OFFICE CAREERS**

<b>Advertisement Category</b>	<b>Internal and External</b>
<b>Status of Advertisement</b>	<b>Replacement</b>
<b>Status of Vacancy</b>	<b>Permanent</b>
<b>Location of Vacancy</b>	<b>Northern Cape Regional Office</b>
<b>Date of Advertisement</b>	<b>11 September 2017</b>

NUMSA hereby invites suitably qualified candidates  
to apply for the following position:

**REGIONAL MOTOR ORGANISER**

**Requirements:**

- Matric or equivalent qualifications;
- Knowledge and experience of Trade Unions, Bargaining Councils and CCMA;
- Knowledge and understanding of relevant Labour Legislation and case law;
- Knowledge of collective agreements within NUMSA sectors, especially Motor Sector;
- Knowledge and understanding of the objectives of SETA's;
- Knowledge and understanding of regulatory framework which informs Skills Development and Employment Equity;
- Computer literate;
- A valid driver's license and roadworthy vehicle;
- Be prepared to travel extensively;

**Competencies:**

- Multilingual with good communication skills;
- Even tempered coupled with good interpersonal skills;
- Be a self-motivated change agent with an enquiring mind;
- Solution-orientated team-player;
- Ability to multitask, organize and plan effectively;
- Ability to manage time and resources effectively;
- Ability to demonstrate initiative and co-ordinate effectively;
- High-level report-writing skills;
- Facilitation & Mentoring skills;
- Conflict resolution and Negotiation skills;



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**Responsibilities:**

- Development of mechanisms and strategies to increase regional Motor membership
- Co-ordinate, service, capacitate and organize Regional Motor Shopstewards Council
- Co-ordinate the participation of the region at MIBCO meetings
- Implement and execute national Motor programs
- Execute any instruction given by the Regional Secretary or through the Regional Secretary by Constitutional Structures

**Closing date for applications: 19 September 2017**

Applications may be submitted to the Regional Secretary at:

RK Selekisho House, 67 Aliwal Street, Westdene,  
Bloemfontein, 9300  
Fax: (051) 448 4648

OR P O Box 1905  
Bloemfontein, 9300  
Email: [pumezak@numsa.org.za](mailto:pumezak@numsa.org.za)

**Applicants please note:**

NUMSA reserves the right not to make the appointment;

The interview process is guided by the principles and objectives of Employment Equity legislation;

Only shortlisted candidates shall be invited for an interview;

Shortlisted candidates shall be subjected to a competency/skills assessment;

Consider your application unsuccessful, if you are not contacted within **fourteen (14) days** of the closing date;

Applications from persons with disabilities are welcome;