



**NATIONAL UNION OF METALWORKERS OF SOUTH AFRICA
HEAD OFFICE**

155 Lillian Ngoyi Street
Cnr Gerard Sekoto
Newtown, Johannesburg
2001

P O BOX 260483
EXCOM
2001

Tel: (011) 689 1700
Fax: (086) 547 0283

niskalas@numsa.org.za

HEAD OFFICE CAREERS

Advertisement Category	Internal & External
Status of Advertisement	Replacement
Status of Vacancy	Permanent
Location of Vacancy	Secretariat Department
Date of Advertisement	4th August 2026

NUMSA has the following vacancy at its Head Office in **Newtown, Johannesburg,**

And invites suitably qualified candidates to apply for the following position:

NATIONAL SPOKESPERSON

Purpose of Position:

Responsible for all media related issues within Numsa. Maintains strong relationships with the media institutions.

Inherent Requirements:

- Matric
- A journalism degree or diploma (BA Communication)
- 8 Year working experience of which 5 years must have been in the role of a spokesperson within a political environment

Competencies:

- High-level written and verbal communication skills;
- Strategic thinking with high-level Facilitation skills;
- Ability to remain composed under pressure;

Responsibilities:

- Serve as a spokesperson for Numsa and maintain source for all media contracts
- Engage in Media relations by actively managing professional relationship with the media
- Develop media, public relations and social media programs and oversee the implementation thereof;
- Create organisational literature and other forms of communication
- Copy, edit, proof-read and revise communication to be shared on various platforms
- Develop marketing communication campaigns
- Research Media coverage and industry trends and conduct extensive media outreach
- Prepare briefing Material and Coordinate press interviews
- Liaise with and answer enquiries from the media, individuals or organisations
- Researching, writing and distributing press releases to targeted media



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- Organising press conferences and maintaining and updating information on the organisation website.
- A person who will work in collaboration with the Office of the General Secretary, whilst he/she will consult the GS as an accounting officer of every matter to be communicated.
- Such a person will play a strategic role in being the face of the organisation and to profile the organisation in the public sphere and all social media platforms.

Closing date for applications: 17th August 2026

Applications may be submitted to Human Resources at:

NUMSA Head Office

OR

P O Box 260483,

153 Bree Street, Cnr Gerard Sekoto

Excom, 2001

Newtown, Johannesburg, 2001

Fax: (086) 547 0283

Email: niskalas@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;

If you are not contacted within **fourteen (14) days** of the closing date, kindly consider your application to be unsuccessful;

Applications from persons with disabilities are welcome;