



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

**HARRY GWALA HOUSE
61 – 65 Voortrekker Rd
BELLVILLE
7530**

**P O Box 416
BELLVILLE
7535**

**Tel: (021) 945 3540
Fax: (021) 945 1808**

Fionak@numsa.org.za

OFFICE OF THE REGIONAL SECRETARY

REGIONAL CAREERS

Advertisement Category	Internal and External
Status of Advertisement	Replacement
Status of Vacancy	Permanent
Location of Vacancy	Western Cape Region
Date of Advertisement	1st September 2026

NUMSA hereby invites suitably qualified candidates
to apply for the following position within its
Western Cape Region:

REGIONAL ORGANISER

Purpose of Position:

Upon direction of regional and national structures, organize all activities of the region, including the representation of members as may be required at regional level.

Requirements:

- Grade 12 /Matric or equivalent qualification;
- Knowledge and understanding of Trade Unions, Bargaining Councils and CCMA;
- Knowledge and understanding of relevant Labour Legislation and case law;
- Knowledge of collective agreements within NUMSA sectors;
- Knowledge and understanding of objectives of SETA's;
- Knowledge and understanding of regulatory framework which informs Skills Development and Employment Equity;
- Computer Literacy;
- Valid Driver's license & Roadworthy vehicle is a must;
- Extensive travel with flexible working hours;

Competencies:

- Multilingual with excellent 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
- High-level report-writing skills
- Co-ordination skills
- Facilitation and Mentoring skills



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- Conflict resolution & Negotiation Skills

Responsibilities:

- Development of mechanisms and strategies to ensure that members receive quality service
- Recruitment and education of members on the role of NUMSA in the workplace
- Attendance of collective bargaining negotiations as Chief Negotiator
- Overseeing the implementation of collective agreements in relevant sectors
- Development of regional transformation plans
- Ensuring the implementation of Employment Equity and Skills Development strategies
- Representation of NUMSA at applicable meetings, forums and committees
- Execute any instruction given by Regional Secretary or through Regional Secretary by Constitutional Structures.

Closing date for applications: 11th September 2026

Applications may be submitted to the Regional Secretary at:

61-65 Voortrekker Road
Bellville
7530

OR

P.O Box 416
7535

Email : Fionak@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;