



Swakop Uranium, a Namibian world class uranium mining company, invites people who are self-motivated, energetic and wish to work in a High Performance Culture environment, to apply for the following role.

Superintendent: Industrial Relations

Location: Husab Mine

Reports to the Vice President: Human Resources

MAIN PURPOSE OF JOB

To develop, implement and maintain sound Industrial Relations strategy and practices to develop mutual trust, co-operation and the resolution of conflict between the Company and its employees.

KEY PERFORMANCE AREAS:

- Develops and implements the IR strategy;
- Manages with End-User Department the disciplinary procedure in a consistent and fair manner;
- Analyses the internal and external industrial relations climate, its implications to the Company, and recommends appropriate plans to cope with changes in the environment/climate or legislation;
- Develops systems and procedures, to enable effective implementation and maintenance of IR philosophy/strategies;
- Draws up and recommends the IR section's budget for approval and controls costs within the approved parameters;
- Analyses feedback from Industrial Relations Officer's with reference to counselling, performance appraisals, union interaction; consultative committees, labour turnover, briefing, grievance and disciplinary action;
- Audits Company Policies and Procedures, collective Labour Agreements and Industrial Relations structures, to ensure compliance with relevant legislation and compatibility with the Company's IR philosophy;
- Participates in negotiations, prepares and advises the Company's Negotiating Team, on re-negotiate agreements;
- Advises and guides middle and senior management in all facets of IR, ensures fair and consistent application thereof and that sound IR practices are promoted;
- Ensures that the corporate image of the Company is adhered to in all external and internal communication;
- Evaluates the implication of national development plans and makes recommendations on the role the Company can play in these;
- Liaises with Officials from relevant Ministries regarding topical issues;
- Monitors new developments in the human resources field through the medium of various publications, government directives and consultation with external agencies;
- Manages own and subordinates performance and growth.

REQUIREMENTS AND EXPERIENCE:

- Degree in Human Resources specializing in Labour Relations.
- Post graduate diploma in employee and Labour Relations.
- 5 years' experience on a management level dealing with employee and Labour relations.
- Experience in unionized environment.
- Sound knowledge and experience in Labour law and employment practices.
- Valid Code B/BE Drivers' License.

Through its commitment to its people, the company offers a competitive remuneration package and the opportunity to work alongside some of the most experienced and dedicated people in the industry.

Send your CV's and other relevant documents to recruitment@cgnpc.com.cn by **19 May 2017**.
Previously disadvantaged Namibians are encouraged to apply.

Clearly indicate the position you are applying for as well as your name and surname in the subject line of your application email. Applications received that do not meet the criteria will not be considered.

Only shortlisted candidates will be contacted within two weeks of the closing date of this advertisement and no documents will be returned.