



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 Employee Relations

Location: Husab Site, Swakopmund
Reports to the HOD: Human Resources

MAIN PURPOSE OF JOB

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

Key Performance Areas:

- Assists and recommends for approval to the HOD: HR, the ER section's annual objectives.
- Analyses the internal and external industrial relations climate and its implications to the Company, and recommends appropriate plans to cope with changes in the environment/climate or legislation.
- Implements the Company's ER structures and communications systems, recommends changes and develops plans to achieve sound industrial relations.
- Assists in Improving the effectiveness and contribution of ER processes and systems to support the HR strategic goals by Identifying and implementing world class practices; continuously examining the appropriateness of existing ER systems and practices against the possibility of improved efficiency, and implementing changes as required.
- Participates in negotiations, assists with the preparations and taking of minutes on behalf of the Company's Negotiating Team, on re-negotiate agreements.
- Identifies and anticipates areas of potential conflict and develops appropriate strategies to contain or counteract undesirable trends.
- Advises and guides middle and senior management in all facets of ER, ensures fair and consistent application thereof and that sound ER practices are promoted.
- Assists in developing systems and procedures, to enable effective implementation and maintenance of ER philosophy/strategies.
- Ensures that the corporate image of the Company is adhered to in all external and internal communication.
- Implements labor relations plans and information programs to enhance the image of the Company with employees, the community and the Country at large.
- Maintains professional and technical knowledge and skills, and remains up to date with international standards in own related field trends and practices, by networking and distributes relevant information gained to the department for implementation, after approval by superior.

Requirements and experience:

- Degree in Human Resources/Employee Relations/Labour Law or relevant Diplomas in related field.
- At least 7 years' experience in an Employee Relations environment of which 3 years should have been on a supervisory/managerial level.
- Sound knowledge of the Namibian Labour Law/Act, and application thereof.
- Proven record of dealing with workplace Unions.
- Valid Code B/BE Driver's 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 **11 April 2019.**

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.