South Deep is recruiting!

This is an opportunity to bring your expertise to a warm family of professionals, working together to become a beacon of pride for our people, communities, stakeholders and shareholders.

At South Deep, we value each person’s contribution and support your ongoing development, helping you to achieve your career aspirations.

**POSITION:** HR Manager-Employee Relations

**JOB GRADING:** D-Upper

**DEPARTMENT:** Human Resources

**SITE:** South Deep Gold Mine

**Minimum Requirements:**

- Be in possession of an undergraduate qualification in Human Resources or in a relevant discipline
- Be in possession of a Labour Law or Employee Relations Qualification
- Be declared medically fit for the position and environment, as determined by a risk based medical examination at a relevant Gold Fields Occupational Health Centre

**NOTE:** all relevant certificates must be attached to your CV in order to be considered for shortlisting

**Key Competencies:**

- Demonstrated experience working within the role in a similar organisation
- Record of accomplishment working with organised labour and relevant legislative authorities in the Employee / Labour Relations area
- Experience of having represented the organisation at the CCMA
- Experience of working with different cultures / geographies
Demonstrated experience in HR in a mining / manufacturing / construction environment
Proven negotiating skills
Strong presentation and report development skills
Understands how value is created and knows the company strategy and plans
Ability to prioritise and manage multiple deliverables
Knowledge of and experience with relevant labour legislation

Duties and Responsibilities:

- Recommends strategies for effective labour relations and implements plans and policies to support the requirements of the Operation
- Leads coordination and alignment of relations with Union Leaders and other stakeholders (e.g. Community) and prepares appropriate plans for implementation
- Develops, obtains approval for, and implements collective negotiation strategies with trade unions
- Ensures that contractor companies comply with labour and benefits legislation
- Works with Operation representatives to develop, lead and implement action plans to prevent potential issues such as strikes or activities that can damage the company’s image
- Advises management and HR Business Partners on Employee Relations matters by providing proposed options or a suggested route forward. Outlines key issues supported by research or benchmarks
- Ensures that Employee Relations records and statistics are maintained, and conducts analysis to identify trends and improvement opportunities
- Builds and maintains influential relationships with external and internal stakeholders
- Responsible for people leadership within the section by managing workload, assigning tasks and reviewing/recognising outputs of team members
- Manage the departmental / section budget for the achievement of departmental / section activities and objectives
- Promote cross-functional working relationships, incorporating a true “team spirit” with mutual support to meet the Mine’s objectives
- Manage and respond appropriately to all risks that might affect successful delivery and function / section capability

Interested parties should submit a detailed curriculum vitae to:

Attention: Werner Engelbrecht
Email: werner.engelbrecht@goldfields.com
Tel: 011 411 1798
Closing Date: 09 October 2020
Ref: SD/PO2/OCT20

Please note that the Gold Fields code of conduct strictly prohibits the exchange of any payment as part of its recruitment process.

Gold Fields is committed to the achievement and maintenance of diversity and equity in employment.