



**FOR PSA MEMBERS: GENERAL PUBLIC SERVICE SECTORAL BARGAINING COUNCIL (GPSSBC) - KWAZULU-NATAL**

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30-05-2025

## Vacancy advertisement: Two Full-Time Shop Steward (FTSS) positions in KwaZulu-Natal for GPSSBC (one for PSA Pietermaritzburg Office and one for PSA Durban Office)

The PSA in KwaZulu-Natal is pleased to announce two vacancies for Full-Time Shop Steward (FTSS) positions in the General Public Service Sector in KwaZulu-Natal. These roles present a unique opportunity for passionate and dedicated shop stewards and office bearers to enhance service delivery and strengthen the PSA's influence across the province.

The FTSS role aims to:

- Enhance service delivery to PSA members in KwaZulu-Natal and support recruitment initiatives that contribute to the growth of PSA membership.
- Play a strategic leadership role in the GPSSBC in KwaZulu-Natal.
- Represent the interests of PSA members at a level of governance and negotiation.
- Work closely with branch and committee management to drive the union's objectives forward.

### Requirements

- This position is exclusively open to PSA shop stewards employed under KwaZulu-Natal GPSSBC.
- Must have served as a shop steward for a minimum of two years.
- Must have been solely associated with the PSA for at least four years.
- Strong knowledge of labour relations practices, legislation, and representation processes.
- Access to a reliable motor vehicle, which the applicant is willing to use for PSA duties/activities, and a valid driver's license.
- Proven track record of member recruitment and effective representation of the members in grievance meetings, disciplinary hearings, and in all relevant dispute resolution forums.
- Applicants must not be employed in a critical post or hold a position above salary level 8.

### Key responsibilities

- Represent members at all levels of grievance and disciplinary, and dispute resolution processes.
- Represent members in consultations/negotiations at all negotiation platforms.
- Provide advice and support to members on workplace issues.
- Drive recruitment campaigns and promote PSA membership.
- Manage and maintain a portfolio of cases, ensuring timely and effective representation.

### Applicants must submit:

- A detailed CV, highlighting relevant experience and achievements.
- A portfolio of cases managed over the last 12 months.
- Proof of recruitment numbers over the past 12 months.
- Copy of a valid driver's license and vehicle documentation (if applicable).

Applications must be sent to Pam Naidu, [Nondumiso.Mvubu@psaftss.co.za](mailto:Nondumiso.Mvubu@psaftss.co.za), and [xolani.dhlamini@psa.co.za](mailto:xolani.dhlamini@psa.co.za).

### Important dates:

- Application closing date: 5 June 2025.
- Interviews: To be scheduled after the closing date.
- Expected start date: Negotiable, but preferably at the earliest opportunity.

For more information, please contact the PSA Provincial Office: Durban on (031) 310 3600 or the Provincial Office: Pietermaritzburg on (033) 392 7600. The PSA looks forward to receiving your application!

### Join the PSA

Please contact the PSA's Organising/Marketing Officers: Xolani Dhlamini - 073 813 9646 / [xolani.dhlamini@psa.co.za](mailto:xolani.dhlamini@psa.co.za), Nkosinathi Thwala - 082 880 8953 / [Nkosinathi.thwala@psa.co.za](mailto:Nkosinathi.thwala@psa.co.za), or Nkosephayo Zulu - 082 880 8994 / [nkosephayo.zulu@psa.co.za](mailto:nkosephayo.zulu@psa.co.za). Alternatively, contact the full-time shop stewards: Earnest Mkhize - 081 016 5028, Nondumiso Mvubu - 081 016 5024, Jabulani Bukhosi - 063 737 8498, Sthembile Ngcobo - 081 016 5085, or Brendon Fisher - 083 863 6754.

PSA members are reminded that in the event of their recruiting fellow employees as PSA members that an honorarium equal to one month's membership fee is payable for the recruitment of each member.

Reuben Maleka  
GENERAL MANAGER