



FOR PSA MEMBERS: **PUBLIC HEALTH AND SOCIAL DEVELOPMENT SECTORAL
BARGAINING COUNCIL (PHSDSBC) – NORTH WEST**

21-10-2025

North West PHSDSBC: Advertisement of Full-Time Shop Steward vacant post

In terms of PHSDSBC Resolution 3/2011, the PSA is pleased to announce the availability of a Full-Time Shop Steward (FTSS) position for the North West PHSDSBC Branch.

Details of position

- One position: FTSS North West
- Duration: Three years
- Closing date: **3 November 2025**

Requirements

- Be employed in a permanent capacity in a Provincial Department in North West.
- Being a member of good standing with the PSA for at least four years.
- Not having dual membership with another union.
- Must be a PSA shop steward.
- Must have a valid driver's license and a motor vehicle (car).
- Must be able to recruit and represent members with grievances, disciplinary inquiries, and disputes.

Recommendations

- Flexibility in working hours: Must be able to work after normal working hours.
- Willing to learn.
- Willing to travel long distances and often stay over in other towns.
- Must be able to work under pressure.

Duties

- Assist members with grievance processes: Compiling grievances, conciliations, and arbitrations.
- Advise, guide, or represent members in disciplinary proceedings.
- Monitor the employer's compliance with laws and collective agreements regulating terms and conditions of employment.

- Generate reports on the employer's non-compliance with laws and collective agreements regulating terms and conditions of employment.
- Represent the PSA and participate in collective bargaining processes.
- Execute any other duties that may be assigned to him/her by the PSA.
- Recruitment (**please note that a weekly target exists**) and retaining members
- Arrange and attend meetings with members and stakeholders,

PSA shop stewards who are interested may send their CVs to zhulfa.graaff@psa.co.za.

Reuben Maleka
GENERAL MANAGER