



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

27-10-2026

Advertisement of vacancy: GPSSBC Full-Time Shop Steward – PSA Provincial Office: Durban

The PSA invites applications from suitably qualified and committed members for appointment as Full-Time Shop Steward (FTSS) in the GPSSBC sector based in the PSA's Durban Office. The successful candidate will play a key role in representing members, advancing collective bargaining objectives, and strengthening the Union's presence and service delivery in the region. This vacancy arises following the vacancy of the GPSSBC FTSS position allocated to the Durban Office.

Key responsibilities

- Represent PSA members in grievances, disciplinary hearings, disputes, and related labour-relations matters.
- Serve workplaces and provide support to members in the GPSSBC sector.
- Assist with collective bargaining processes and participation in bargaining structures.
- Promote organisational growth through recruitment and retention initiatives.
- Facilitate workplace communication and stakeholder engagement.
- Attend meetings, training programmes, and organisational activities as required.
- Submit reports and maintain accurate records of activities and cases.

Minimum requirements

- This position is exclusively open to PSA shop stewards employed under the 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 licence.
- Proven record of member recruitment and effective representation of 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.

Term of appointment

Appointment will be in accordance with applicable GPSSBC Resolutions governing Full-Time Shop Stewards.

Applications

Interested candidates must submit:

- A detailed *Curriculum Vitae* (CV);
- A motivation letter outlining suitability for the position; and
- Supporting documents relevant to the application.

Applications must be submitted to: **Ms Pam Naidu** at Pam.Naidu@psa.co.za.

Closing date

The application closing date is **30 October 2026**. Interviews will be scheduled after the closing date. The PSA reserves the right not to make an appointment. Only shortlisted candidates will be contacted.

Still not a PSA member? Complete the *attached* PSA Membership Application Form and send it to Senate.Moabi@psa.co.za.

Reuben Maleka
GENERAL SECRETARY