



External Vacancy

Liciastar is the Principal Contractor to develop the turnkey project of the Kathu solar thermal plant. The project is a 100 MW plant with parabolic troughs and a thermal energy storage capacity of 4.5 hours, thanks to the use of molten salts. Located in the town of Kathu, in the Northern Cape Province, the plant will begin operations in 2018 and will be able to supply electricity to 80 000 homes. Our Vision is: "To Power the future communities with solar energy through innovative technology."

POSITION: SITE HR/IR OFFICER (LIMITED DURATION CONTRACT)

LOCATION: Kathu Solar Park
REPORTING TO: EPC HR/IR Manager

KEY PERFORMANCE AREAS (DUTIES & RESPONSIBILITIES)

- Attend to Subcontractor IR in-house forum meetings and report to EPC HRM
- Maintain constant observation and engagement with Subcontractor's, their HR Officers, employee representatives and employ at the power plant and report to EPC HRM on any potential industrial relations risks including level of compliance
- Provide support to EPC HR Manager in terms of industrial and employee relations
- Ensure all HR/IR practices applied by Subcontractors are executed within Legislation Framework
- Deliver on IR projects such as ER "Best Practice"
- Ensure IR matters relating to labour, discipline and industrial action are managed and risks are identified and resolved in accordance with the required channels, processes, procedures and standards
- Administrate HR/IR information systems, reporting and record keeping
- Work proactive and strategical to identify and effectively report IR Risks
- Ensure high level of accuracy and integrity of HR/IR information reporting

REMUNERATION

Market Related

ACADEMIC QUALIFICATIONS:

- Matric/Grade 12 Certificate
- Tertiary Qualification: National Diploma in Human Resource Management or Labour Relations Management
- Registration with SABPP
- Computer literacy (MS Office - Word, Excel, PowerPoint, Outlook)

EXPERIENCE:

- A minimum of 3 years' practical experience as a Human Resources / Industrial Relations Officer within an EPC environment – Preference on Major Project site operation and construction exposure
- Extensive knowledge, interpretation and compliance of BCEA/ LRA and other Employment Relations legislation
- Negotiation skills an inherent requirement with specific experience in dealing with Trade Unions and organised labour
- Sound knowledge of HR/IR processes
- Dispute / Conflict Resolution Practices including Strike Management
- Detailed understanding of both MEIBC and BCCEI Industry Bargaining Councils
- **MUST** reside within the JTG Municipality District

ESSENTIAL KNOWLEDGE; SKILLS & COMPETENCIES REQUIRED:

- Language proficiency: English / Tswana / Xhosa
- Has excellent written and verbal communication skills
- Able to build and maintain effective relationships at all levels within the organisation
- Meticulous, detailed, well-organized and able to work independently
- Has a high level of integrity and able to work with confidential and sensitive information
- Good interpersonal skills and must be sensitive towards Local Communities

CLOSING DATE: 24 May 2018

Liciastar is committed to diversifying its staff in terms of its transformation and encourages candidates from previously disadvantaged backgrounds to apply. Interested candidates should submit their CV'S to: karin@licia-star.co.za.

Liciastar will respond to short listed candidates only. Should you not receive a response within one week of the closing date, please consider your application as unsuccessful.