

PERMANENT POSITION

054/2017

Department: Group Corporate & Shared Services
Branch: Group Human Capital Management
Designation: **Employee Wellness Programme Specialist**
Salary: R22 707.97 pm
(basic salary excluding benefits)

Contact Person:
Pateka Shumane

Tel No:
(011) 407 6658

Workplace:
Metropolitan Centre,
158 Civic
Boulevard
Braamfontein

Educational Requirements and Experience

- BA (Social Work) / NQF level 7.
- Certificate in EAP.
- Registration with a professional body (SACSSP & EAPA-SA)
- Three (3) years' experience in the working environment with exposure to all basic disciplines of employee well-being such as counselling, needs analysis, report writing, presenting, problem solving, originating and implementing projects and programmes and formulating and implementing policies and protocols.

Job Description:

Improve quality of work life and resilience of all employees by developing programmes that enhance well-being of the employee and the organization – provision of interventions that will maximize employees' productivity and thus service delivery of the organization.

**QUOTE THE JOB DESIGNATION
YOU ARE APPLYING FOR.**

E-Mail: patekas@joburg.org.za

These are employment equity targeted positions and preference will be given to EE targeted groups including people with disabilities.

CLOSING DATE: 12 December 2017

The City of Johannesburg is an equal opportunity employer and reserves the right not to make an appointment. Appointment will be made in accordance with the COJ's EE Policy. Applications must contain at least 3 referees.

An application letter together with a comprehensive CV must be forwarded to the contact details as mentioned above.

If you have not heard from us within 6 weeks of the closing date, please consider your application unsuccessful.

