

NATIONAL TEXTILE BARGAINING COUNCIL

VACANCY : DESIGNATED AGENT

A vacancy exists for the position of Designated Agent in the Compliance Department of the National Textile Bargaining Council.

The successful applicant must have matric and qualifications in law and a thorough knowledge of the Labour Relations Act and the Basic Conditions of Employment Act. An understanding of Collective Agreements and the processes and products of the Textile Industry will be an added advantage. The incumbent must be in possession of a valid driver's license, be fully computer literate in all Windows packages (Word/Excel/Access/Power Point) and be willing to travel throughout the Republic.

Preference will be given to candidates who possess a Law Degree or equivalent and knowledge of the Textile Industry.

The incumbent must also possess strong communication and conflict resolution skills, demonstrate the ability to adapt and respond under pressure, effectively manage time and act with integrity.

The function and responsibilities will include:

- Enforcement of Council Collective Agreements
- Attending to employee complaints
- Accessing wage records
- Inspection of registered companies
- Investigation of unregistered companies
- Attending conciliations and arbitration hearings
- Preparation and leading evidence at Conciliation and Arbitration proceedings
- Ensuring effective communication channels between Council, the union and companies

Remuneration will be based on relevant experience and education

CV'S containing references should be addressed to The Secretary.

Email: secretary@ntbc.org.za

Please note closing date of applications is 21 October 2026

Should you not have heard from us by 28 October 2026 please regard your application as unsuccessful.