



## POLICY ON RESOURCING

<b>Policy Owner</b>	Chief Operating Officer
<b>Division/Unit/Department</b>	Human Resources Division
<b>Date of Initial Approval</b>	October 2014
<b>Approved by</b>	Council
<b>Approval Dates of Revisions/Amendments</b>	09 June 2016 25 April 2017 06 September 2017 30 October 2018 30 April 2019 22 November 2019 22 September 2020
<b>Next Review Date</b>	2026
<b>Platform to be published on</b>	Intranet

- Reward and Benefits Policy of 2014*); and
- g) it should be noted that vacant Lecturer positions specifically earmarked for the appointment of Assistant Lecturers will be excluded from the list of posts at risk of being abolished for being vacant for twelve (12) months or longer.

### **30. Employment Equity**

- 30.1 Unfair discrimination, whether direct or indirect, on all listed grounds, including but not limited to race, sex, marital status, religion or creed, age, pregnancy, culture, language, sexual orientation and HIV status, is expressly prohibited.
- 30.2 Employee composition is determined in accordance with the demographic profile as provided for in the *University of Johannesburg's Employment Equity Plan*.
- 30.3 Preference is given to candidates with merit from the designated groups when vacant positions are filled.

### **31. Post Selection practices**

- 31.1 All successful candidates employed in environments where chemical exposure and noise exposure is a possibility will be required to give consent to a pre-placement medical examination and to comply with compulsory medical assessments to be done by the Occupational Health Services Unit of the UJ.
- 31.2 All unsuccessful external applicants are informed of the outcome of the selection process via email and hard copy as soon as the successful candidate has accepted the offer.
- 31.3 All unsuccessful internal applicants are given constructive personal feedback by the recruiting Executive or as suitably delegated. Feedback on reasons for non-acceptance and recommendations to succeed in the future plays a constructive part in such a session.

Approved by MEC in October 2014

Amendments as per the HR Delegation of Authority supported by MEC on 15 September 2015

Amendments as per the HR Delegation of Authority approved by HRSEC on 22 October 2015

Amendments as per the HR Delegation of Authority approved by Council on 09 June 2016 Titles aligned with approved ELG Organogram 2016

Title amendments, in line with MEC decisions, made on 19 September 2016

Addition of Appointment of Assistant Lecturers as Lecturers (point 26) approved by MEC on 25 April 2017

Amendments approved by MEC on 06 September 2017

Titles aligned with approved ELG Organogram 2018 Amendments approved by MEC on 30 October 2018

HR Division Title change approved by MEC on 16 November 2018

Aligned to MEC decision regarding approval of P5 positions on 30 April 2019 Amendments noted by SENATE on 14 November 2019

Amendments approved by Council on 22 November 2019

Aligned to ELG Organogram dated 02 December 2019

Amendments approved by Council on 22 September 2020