



HRD Facilitator– C2

Applications are invited from suitably qualified and experienced persons for the position of HRD Facilitator at Modikwa Platinum Mine, situated in the Eastern Bushveld near Burgersfort. The incumbent will report to the HRD Officer.

REQUIREMENTS

- Education, Training and Development Practitioner qualification at NQF level 4
- Registered Assessor at MQA, Blasting Certificate at MQA level 3 or Metallurgical qualification at MQA level 3
- At least three to five years experience in the mining environment as a Crew Captain, Metallurgical Team Leader or HRD Instructor
- At least three years experience in a Human Resource Development environment
- Valid driver`s license Code 08 will be advantageous
- Computer Literacy
- Thorough knowledge and understanding of :
 - Skills Development Act
 - MHSA
 - Minerals Act
 - OHSAS
 - Employment Equity Act
 - Labour Relations Act
 - Minerals and petroleum Act

DUTIES AND RESPONSIBILITIES

- Organise and plan training interventions
- Maintain training material
- Facilitation of training interventions
- Expert training and development to relevant employees
- Assessment of employees
- HRD administration aligned to ISO 9001
- Updating database
- SHE compliance
- Coaching
- Feedback and report
- Supervising of HRD instructors

WORK DESCRIPTION

The HRD Facilitator's role is responsible to support the HRD Officer in facilitating, training and assessing employees in discipline specific education, training and development competencies in the area of responsibility. The incumbent is also responsible to conduct audits on training interventions. The HRD Facilitators in his / her area of responsibility.

PACKAGE

The package will be in accordance with the Modikwa package schedules.

APPLICATION

Applications to be made to Shirley Thokwane Human Resources Practitioner Generalist (Email shirley.thokwane@angloamerican.com). Fax No: 086 233 0563

CLOSING DATE

The closing date for all applications is **16 July 2021**.

Please note that proof of educational qualifications (certified copies) should be attached to the application. Applications without these attachments will not be taken into consideration for this position. In the event that you do not hear from the Company within a period of 21 days after the closing date, your application shall be deemed to be unsuccessful. The CV's of unsuccessful / applicants shall not be returned.

EQUITY STATEMENT

Preference will be given to suitably qualified applicants from designated groups in line with the Employment Equity Plan and targets of the organisation. **First preference will be given to women.**

POPIA Disclaimer: Modikwa complies with the Protection of Personal Information Act (POPIA)