



04 January 2022

Assmang (Pty) Ltd Khumani Mine is one of the major Iron Ore producers in South Africa with a well-established overseas market. Khumani Mine is situated approximately 29 km from Kathu next to the N14 in the Southern Kalahari. Khumani Mine invites highly skilled, motivated and dedicated individuals who would like to be part of this exciting mine and who would like to make use of this unique opportunity to grow and develop within the company to apply for the following position:

ASSISTANT TRAINING OFFICER LOAD AND HAUL (1X Position)

PREFERENCE WILL BE GIVEN TO WIM (WOMEN IN MINING) APPLICANTS

Your CV will not be processed if you do not indicate clearly on your application for which position you have applied

QUALIFICATIONS & REQUIREMENTS

Qualifications

- Grade 12 (Essential)
- ODETDP Level 4 Certificate (NQF Level 4 – 120 credits) (Essential)

Accreditation and Registration

- Registered MQA Assessor (Recommended)

Experience

- Minimum of one (1) year operational Training and Facilitation experience (Essential)
- Minimum of two (2) years operational Load and Haul Surface mining experience (Essential)
(A total of three (3) years operational experience of which some can run concurrent)

Knowledge, Skills & Competencies

- Computer Literacy
 - Basic knowledge of MS Office (Word, Excel and PowerPoint)
- Mining processes
 - Operational knowledge of surface mining earth moving vehicles
- Procedures
 - Operational knowledge of all health and safety procedures
- Statutory
 - Basic knowledge of Mine Health and Safety Act (MHSA)
- Presenting and facilitating
 - Present theoretical and practical training to trainees in understandable manner
 - Communicate with learners
- Simulations
 - Train and assess operators using various simulators
- Competency assessments
 - Train operators on Dover system and assess for competence

Other Requirements

- A valid code B / EB driver's licence
- Medically fit for duty

KEY PERFORMANCE AREAS INCLUDE BUT ARE NOT LIMITED TO:

- To facilitate training at Assmang (Pty) Ltd Khumani Mine and conduct on-the-job assessments and evaluations to determine competence, which includes but not limited to:
 - Training facilitation and presentation
 - Delegate supervision
 - Course development and maintenance
 - Operator evaluation and assessment
 - Data capturing
 - SHERQ adherence and compliance
 - Work Ethics

Appointment: Remuneration will be based on a competitive all-inclusive flexible package

Housing: The Company encourages private home ownership, but the allocation thereof is subject to the rules of the Khumani Housing Policy

The successful incumbent will be appointed subject to being certified medically fit as per the Mine Health and Safety Act 29/1996 and meeting the requirements of the Company's Code of Practice – Minimum standards of fitness to perform work at a Mine. He / she may also undergo a psychometric assessment.

The abovementioned position is **C2** on the Paterson band grading system. The successful candidate that conforms to all said requirements and experience will be appointed on this grading. Should the successful candidate not conform with all said requirements and experience, but is nonetheless regarded as suitable for appointment to the position, he / she will be appointed on a lower more appropriate grading, until successful achievement of required competencies and skills.

Interested applicants are requested to submit their CV's, together with certified copies of qualifications, to:

HR Administration Office
Assmang (Pty) Ltd Khumani Mine
Private Bag X503
Kathu 8446 or
fax to 086-407-0666 for Attention HR Administration or
e-mail to applications@assmang.co.za

Please be advised that short listed candidates will be required to authenticate information provided in CV's

Please make sure your curriculum vitae is in correct PDF or Word format – NO password protected / zipped or download material

Applications close on: **20 January 2022**

NB: PLEASE ATTACH RELEVANT CERTIFICATES, QUALIFICATIONS, LICENSES, ETC TO YOUR APPLICATION

Please note that **NO** late applications will be entertained.

If you have not been contacted by the Company within 6 weeks after the closing date, please consider your application to be unsuccessful.

Correspondence will be limited to short listed candidates only.

Assmang (Pty) Ltd Khumani Mine is an equal opportunity employer. Appointment of successful applicants in positions will be done in line with the Employment Equity plan of the mine.

Assmang (Pty) Ltd Khumani Mine reserves the right not to make an appointment.

POPIA DISCLAIMER:

By sending your CV to the e-mail address on this advertisement you agree to:

- The processing of your personal information for recruitment purposes and sharing it with third parties for verifications.
- The exercising of your rights provided for by POPIA.
- To acknowledge that Khumani Mine will keep the record of your personal information confidential and for the specific purpose it was submitted.

Please Note: In the event that you fail to provide personal data relevant to application process or specific position you applied for or provide inaccurate data, we may not be able to consider and process your application further.