



Internal ARM only

03 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:

SPECIALIST BUSINESS IMPROVEMENT (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 which position you have applied for

QUALIFICATIONS & REQUIREMENTS

Qualifications

- B Degree (NQF Level 7) in Engineering / Metallurgy / Operations Management / Business Leadership / Organisational Management / Business Informatics / Business Improvement (Essential)
- Honours Degree in Business Improvement / Business Process re-engineering or related discipline (Recommended)

Experience

- Minimum of five (5) years operational Business Improvement / Engineering / Technical / Metallurgical experience (Essential)
- Minimum two (2) years management experience in Leadership / Supervisory capacity (Essential)
(Total of 7 years' experience)

Knowledge, Skills & Competencies

- Project Management
 - Manage and coordinate projects involving internal and external parties and stakeholders
 - Project coordination and planning
 - Budget and cost management within project
- Team and People management skills
- Business processes
 - Understanding of mining business process
- Financial acumen
 - Sound financial judgement
- Leadership
 - Provides guidance to relevant staff on sustainable development matters by relying on knowledge of procedures
 - Change management
 - Teamwork outputs
 - Influence
 - Intellectual curiosity
 - Quality and cost management
 - Decision making
 - Ability to effectively manage multiple priorities
 - Effective at coaching line personnel
- Team player
 - Ability to influence through the line, communicate effectively and collaborate team members

- Results orientation
 - Results focus
- Planning and organising
 - Organises and schedules events, activities and resources
 - Excellent organisational skills
- Problem solving abilities
 - Ability to evaluate problems and provide suitable options
- Implement and carry out goals
- Develop best practices
 - Research and develop best practices with regards to business improvement
- Performance management
 - Maximise performance
- Detailed and accurate approach
- Assertiveness
 - Ability to enforce the implementation of quality standards and deadline driven
- Ability to cope and survive in an environment of uncertainty
- Ability to operate multiple work streams
- Business judgement
 - Judgement / Decision making
- Innovation and change
 - Learning ability (intellectual curiosity)
 - Initiative and managing complexity / ambiguity

Other Requirements

- A valid code B (code 08) driver's licence
- Medically fit for duty

KEY PERFORMANCE AREAS INCLUDE BUT ARE NOT LIMITED TO:

- To ensure the sustainable business improvement and cost saving of the mine through the development and implementation of effective and efficient business improvement projects, methodologies and associated techniques, in line with the company's short term business and operational objectives, which includes but not limited to:
 - Business improvement management
 - Business improvement projects
 - Optimisation and maintenance of BI tools
 - Value-adding
 - Cost reduction and continuous improvement
 - Resources
 - Business Improvement performance evaluation
 - Relationship building
 - SHERQ adherence and related 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 iKhaya 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 **D1** on the Patterson 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 Limited, Khumani Iron Ore
Private Bag X503
Kathu, 8446 or
Fax to 086 – 407 0666 for Attention HR Administration or
e-mail to applications@assmang.co.za

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

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

Applications close on: 17 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 Limited 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 Limited 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.