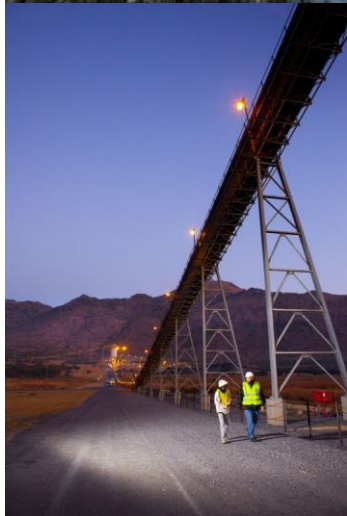
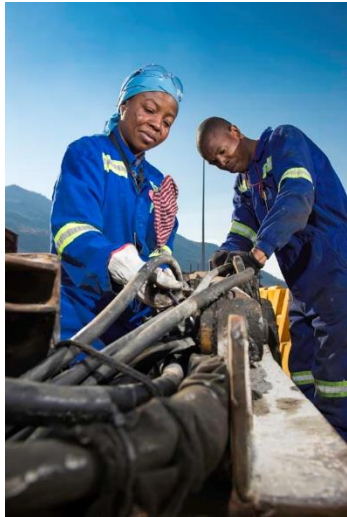


**HRD FACILITATOR: SKILLED INDUCTION  
GRADE: CL**

**INTERNAL/EXTERNAL  
CLOSING DATE: 06/08/2022**

**REPORTS TO:  
HRD COORDINATOR**



**PURPOSE OF THE JOB**

- To support the HRD Department and ensure that the area of responsibility has competent workers by providing training and assessments.

**MINIMUM QUALIFICATIONS**

- Grade 12 or equivalent;
- Registered Assessor's Certificate;
- ETD/HRD Qualification /Certificate L4

**MINIMUM EXPERIENCE**

- Minimum of five (5) years' training experience in a mining environment;
- Experience in designing and administrating computer learning skills will be advantageous.

**COMPETENCIES & REQUIREMENTS**

- Good communication and interpersonal skills;
- Ethical and honest;
- High performer and Safety & Health orientated;
- Advanced MS Office skills;
- Good problem-solving skills.

**JOB RESPONSIBILITIES**

- Conducts facilitation regarding specific needs for surface & underground mining operations;
- Ensure compliance with the Mine Health and Safety Act and Regulations, as well as Two Rivers Standard Operating Procedures and Codes of Practice;
- Design/Develop/Revise learning materials, assessment tools and facilitation aids;
- Incorporate the OEM specifications into TRP learning material & electronic computer-based training system;
- Facilitate piloting of new HRD projects;
- Maintenance of electronic HRD databases;
- Supervise and manage skilled induction learners;
- Compiling of HRD compliance reports.

**TERMS & CONDITIONS**

The successful candidate will be appointed on the condition of being certified medically fit as per the Mine Health and Safety Act 29/1996.

Applicants must be prepared to undergo certain job-related assessments, if required as part of the selection process.

Interested applicants are requested to submit their CV's with certified copies of their Qualifications to:  
[RecruitmentMer@trp.co.za](mailto:RecruitmentMer@trp.co.za)

Designated groups will receive preference and in making a final selection, consideration will be given to achieving the Mining Charter as well as the TRP Employment Equity Plan.

Please be advised that:

- Late applications will not be entertained.
- Only applicants meeting the minimum requirements will be considered.
- If you have not been contacted within three (3) weeks after the closing date, please consider your application to be unsuccessful.
- Correspondence will be limited to shortlisted applicants.
- Two Rivers Platinum reserves the right not to appoint.

**POPIA Disclaimer:**

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

- The processing of your personal information and sharing it with third parties for verifications.
- The exercising of your rights provided for by POPIA