

# BRMO JOB VACANCY



BLACK ROCK MINE OPERATIONS



## DATA AND INSIGHTS ANALYST



## INTERNAL

**PATERSON GRADING: C4**  
**CLOSING DATE: 30/01/2024**

ASSMANG Pty Ltd requires the services of **Data and Insights Analyst** at their Black Rock Mine Operations situated 80km North-West of Kuruman in the Northern Cape.

### MAIN TASK AND RESPONSIBILITY

Collect, organise and interpret statistical information using specialist tools to help business stakeholders to make informed decisions (transforms data into insights). Respond to questions about data and look for trends, patterns and anomalies within it, identifying actionable insights that can make a tangible impact.

### MINIMUM QUALIFICATIONS

*(Essential unless otherwise indicated)*

- Certificate: Grade 12 with Maths and Science (Required).
- BSc Engineering (Mining) (Required)
- Diploma in Computer Science, Information Management, Data Science or Engineering (Alternative).
- Engineering Degree/Diploma (Alternative).
- Valid code B/EB driver's license (Required)

### EXPERIENCE AND REQUIREMENTS

*(Essential unless otherwise indicated)*

- 5 Years' experience in Data Analysis (Required).
- 3 Years' experience working with BI Systems (e.g. QlikView/ Power BI.) (Required).
- 3 Years' mining or relevant industry experience (Required).
- 1 Year' project management experience.
- 2 Years' programming (SQL/C++ etc.) experience (Advantageous).

### KNOWLEDGE AND SKILLS

- Computer Literate (Microsoft Office).
- System Skills – SQL, Power BI, Qlikview and MS Projects.
- Engage with various stakeholders to document and compile business requirements specifications.
- Keep record of all business requirements.
- Unpack the business requirements and detail the data required. Work with technology and systems team to enhance available data sets.
- Use specialist tools to extract and visualise the data needed.
- Build once-off reports based on user requests. Compile standard reports required by the business.
- Regularly review standard reports for usage and relevance.
- Use specialist tools to analyse data. Perform basic data analysis on once-off and standard reports.
- Obtain, check and refine information. Collate and submit reports. Run data exception reports.
- Report anomalies and outliers to relevant business stakeholders.
- Identify opportunities (good and bad) and derive creative solutions.
- Conduct root cause analysis on opportunities (good and bad). Identify gaps in data and information.
- Validate delivery against business requirements.
- Provide training to users on how to interpret reports.
- Be able to efficiently perform ad-hoc tasks as deemed necessary and reasonable by management.

### TERMS & CONDITIONS

- The candidate will be appointed on the condition of being certified medically fit as per Mine Health and Safety Act 29/1996.
- **Remuneration** will be based on a competitive all-inclusive flexible package.
- **Employment Equity targets** will be considered when appointing potential candidates.
- **People living with disabilities** are encouraged to apply.

Interested applicants are requested to submit their CV's with certified copies of qualifications.

- Apply via our Career website only: <https://assmang.ci.hr>
- Please be advised that short listed candidates will be required to authenticate information provided in CV's.
- Late applications will not be accepted
- Internal candidates should clearly indicate their company number on their applications/CV.
- If you have not been contacted within 21 days after the closing date, please consider your application to be unsuccessful. Correspondence will only be limited to shortlisted candidates.
- Assmang Pty Limited reserves the right not to appoint.

### POPIA DISCLAIMER:

- By submitting your application, you agree:
- To the processing of your personal information and sharing it with third parties for verifications.
  - To you exercising of your rights provided for by POPIA.
  - To BRMO keeping your personal information confidential.

### **⚠️ FRAUD ALERT:**

**Black Rock Mine Operations subscribes to ethical recruitment processes:**

- **Black Rock Mine Operations will never ask for money in exchange of any application, medical assessment, and interview or to be appointed.**
- **Black Rock Mine Operations will never display personal contact details or cell phone number of individual recruiters on the advert as a form of communication or job application**