

KHUMANI VACANCY

SHERQ Officer Compliance

INTERNAL & EXTERNAL

Paterson Grading C4

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 position at our operation which is situated approximately 29 km from Kathu next to the N14 in the Southern Kalahari.

KEY PERFORMANCE AREAS INCLUDE BUT ARE NOT LIMITED TO:

To prevent through legal compliance checks, audits and monitoring, the reduction of accidents, dangerous occurrences and non-conformance in respect of safety, health, environmental, risk and quality standards and to assist the Chief Safety and Risk Officer with the updating, implementing and maintaining of SHERQ systems and procedures to ensure legal compliance in all areas of the operation, which includes but not limited to:

- Over-inspections
- Investigations
- Risk assessment and control
- Planning, organizing and administration (MOS)
- Analysis and reporting (MOS)
- Customer service and support
- Legal compliances and audits
- SHERQ adherence and compliance
- Work Ethics

QUALIFICATIONS

(Essential unless otherwise indicated)

- Grade 12
- COMSOC or SAMTRAC (1 & 2)
- National Diploma (NQF Level 6) in Safety /Risk Management or equivalent
- Competent A Certificate *(Recommended)*
- Certificate in ISO 45001 (Internal auditor - safety), 9001 (Quality), 14001 (Environmental) and 31000 (Risk Management)

OTHER REQUIREMENTS

(Essential unless otherwise indicated)

- **Medically fit**
 - Meet required medical fitness standards
- **Driver's license**
 - Valid Code B / EB driver's license

EXPERIENCE

(Essential unless otherwise indicated)

- Minimum of two (2) year operational Safety / SHERQ Officer experience in a mining / engineering environment
- Minimum of one (1) year operational Risk assessment experience in a mining / engineering environment
- Minimum of six (6) months operational SHERQ auditing experience
- Minimum of six (6) months operational SHERQ investigations experience

KNOWLEDGE, SKILLS & COMPETENCIES

- **Systems knowledge and skills**
 - Advanced user of MS Office Suite (Word, Excel, PowerPoint and Outlook)
 - Intermediate user of MS Projects and Visio
 - JD Edwards, QlikView, Isometrix and Achiever or equivalent
- **Functional knowledge and skills**
 - Mining and Engineering business processes, Mine health system act, Explosives act (other legal), ISO and OHSAS standards (systems and audits), Integration between systems, Hazard identification and risk assessment skills, National water act, Functional understanding of waste management, environmental monitoring and rail system requirements, Functional understanding of SABS and SANS standards and the application thereof.
- **Planning and organising**
- **Analytical skills**
- **Report writing and data reporting**
- **Negotiation skills**
- **Diagnostic skills**
- **Statutory knowledge**
- **Change management skills**
- **Legislation**
- **SHERQ skills and knowledge**

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

HR Administration Office

Assmang (Pty) Ltd

Khumani Iron Ore Mine

Private Bag X503

Kathu 8446

Attention HR Administration or

e-mail to KHrecruitbruce@assmang.co.za

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.

Preference will be given to women in mining and designated groups in accordance with the Company's Employment Equity Plan.

Please be advised that short listed candidates will be required to authenticate information provided

- Late applications will not be entertained.
- Internal candidates should clearly indicate their company number on their applications/CV.
- If you have not been contacted within 6 weeks 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.

Advert Published Date: 18 July 2024

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.

Fraud Alert

Khumani mine subscribes to ethical recruitment processes and will therefore, never:

- Request money in exchange for an application, medical assessment, interview or to be appointed.
- Display personal contact details of our recruiters on an advertisement as a form of communication or job application

CLOSING DATE

31/07/2024