

BRMO JOB VACANCY



BLACK ROCK MINE OPERATIONS



COORDINATOR DISPATCH SURFACE



INTERNAL

PATERSON GRADING: C1
CLOSING DATE: 28 January 2025

ASSMANG Pty Ltd requires the services of a **Coordinator Dispatch Surface** at their Black Rock Mine Operations situated 80km North-West of Kuruman in the Northern Cape.

MAIN TASK AND RESPONSIBILITY

Coordinate production process activities to achieve production targets and communicate up-to-date information between operators and other functions to allow real time decision making. Capture, monitor and interpret production and engineering data; translate data into useful information.

MINIMUM QUALIFICATIONS

Essential unless otherwise indicated)

- Certificate: Grade 12 (Maths & Science) (Required)
- Certificate: Engineering Semi-skilled (Advantageous)
- Certificate: Rock Blasting (Advantageous)

EXPERIENCE AND REQUIREMENTS

Essential unless otherwise indicated)

- 5 Years' Operational experience in a mining environment (surface or underground) working with trackless mobile machinery. (Required).
- 2 Years Control Room Operations (Required)
- 1 Year Job card generation in an ERP system (JDE, SAP) (Recommended)
- 1 Year Experience as a semi-skilled working on mobile trackless machinery (Recommended)

KNOWLEDGE AND SKILLS

Essential unless otherwise indicated)

- Microsoft Office - Relevant dispatch system; Relevant PMS system and JDE
- Log work schedule (as agreed on by department supervisors) in applicable production system.
- Generate work orders for work schedule. Communicate work schedule to required stakeholders.
- Actively search for reliable data on progress against and deviations from work schedule; strive to have the best information available even though information will not always be easily obtainable.
- Accurately log information in applicable production system.
- Interpret technical data and work streams; use the interpreted technical data and work stream information to coordinate remedial actions between different departments and at different levels within a department.
- Provide status of work schedule as required by departments/stakeholders.
- Monitor and validate production information captured in applicable production system.
- Monitor and maintain production activities within the defined constraints.
- Interpret data and take appropriate measures to keep operating conditions optimal and within defined parameters.
- Generate applicable reports from production system / ability to explain interpret generated reports.
- Distribute reports to applicable departments and stakeholders.
- Comply with Quality standards and deliver in a manner that support and meet operational quality standards.

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**