

KHUMANI VACANCY

Buyer

INTERNAL & EXTERNAL

Paterson Grading C2

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 purchase items and services at reasonable prices, suitable quality and required delivery time, which includes but not limited to:

- Purchasing operations
- Supplier liaison and communication
- Work ethics
- SHERQ adherence and compliance
- Work ethics

QUALIFICATIONS

(Essential unless otherwise indicated)

- Grade 12
- Certificate / Diploma in Purchasing Management / Supply Chain Management or equivalent

EXPERIENCE

(Essential unless otherwise indicated)

- Minimum of three (3) years operational buyer / supply chain / finance experience
- Minimum of one (1) year operational experience in a mining environment *(Recommended)*

OTHER REQUIREMENTS

(Essential unless otherwise indicated)

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

KNOWLEDGE, SKILLS & COMPETENCIES

- **Procedure and policies**
 - Purchasing processes and procedure, contracts procedures
- **Job related skills**
 - Communication, negotiating, telephone etiquette, administration and organising skills
- **Reliable and flexible**
 - Consistent, dependable and follow supervisor instructions
 - Respects company policies and procedures
 - Adapts readily to new situations and ways of working
 - Is able to cope with changing demands or objectives
- **Communication**
 - Communicates in a clear and convincing manner
 - Able to persuade and gain the agreement of others
- **Quality**
 - Is committed to achieving and maintain high standards, ensures own work is correct
- **Cost conscious**
 - Is aware of, and understands the cost implications of own work. Avoid waste, saves and re-cycles material
- **Quick Learning and Innovation**
 - Rapidly absorbs new information, learns, remember and applies new techniques
 - Generates new ideas and approaches, suggests improvements to existing procedures or systems
- **Dynamic**
- **Organising**
- **Team work**

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 KHrecruitparsons2@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.

CLOSING DATE

10/06/2026

Advert Published Date: 28 May 2026

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