

Career Opportunity Internal & External Advert

Bokoni Platinum Mines is a mining operation situated in the Eastern Limb of the Bushveld Complex.

Applications are invited from suitably qualified and experienced persons for the position of **HRD Facilitator: Mining TMM**. The position will be based at Bokoni Platinum Mines at Atok (Fetakgomo Tubatse Local Municipality, Sekhukhune District Municipality in Limpopo).

HRD FACILITATOR: MINING (TMM) C2

Purpose of the Job:

HRD Facilitator is responsible for facilitating the transfer of specific job knowledge and skills to the Learners, assessing the competency of the learners against National standards & performing all related administrative duties associated with the job.

<p>Job Requirements:</p>	<ul style="list-style-type: none"> • Matric/Grade 12 • Must be qualified at NQF Level 4 in OD ETDP or equivalent training qualification. • Certificate of competency on relevant TMM equipment, specifically Drill Rig, Roof Bolter, Utility Vehicle (UV), Dump Truck and Load Haul Dumper (LHD), aligned to the machines to be trained • Must be a Registered Assessor on the above trackless mobile machines and have a valid driver's licence • Computer literacy for training records, assessment reports, registers and learning management systems • Moderator registration will be an added advantage. • Practical experience in TMM operations, preferably in an underground mining environment • Knowledge of TMM pre-use inspections, start-up procedures, operating standards, parking, shutdown and emergency procedures • Knowledge of Mine Health and Safety Act requirements, mine standards, COPs, SOPs and risk assessment processes applicable to TMM operations • Ability to conduct theoretical training, practical coaching, workplace observations and final competency assessments • Ability to identify learner gaps and recommend remedial coaching or re-assessment where required • Good communication, presentation and report-writing skills • Must be medically fit to work underground where applicable • Valid TMM operating licences / authorisations for relevant machines will be an added advantage
<p>Job Responsibilities (will include the following but not limited to):</p>	<ul style="list-style-type: none"> • Consult with HRD Officer in the morning to determine & plan the training interventions of identified training needs. Must be fully conversant with the relevant standard operating procedures and training needs. • Confirm training needs of employees to be trained & what follow ups to focus on. • Train new employees in the classroom & in the workplace with the collaboration of Line management & MQA specific base e.g. how to; do Barring, operate

	<p>machinery etc. explain & shows e.g. function, operating procedures, workplace hazard & associated risks pertaining to the job.</p> <ul style="list-style-type: none"> • Conduct follow up visits to the workplace in order to establish candidates progress & coaching needs. Must be able to perform the specific tasks trained. Skilled in practical instruction techniques, coaching skills, risk assessment & legal requirements of the Health & Safety Act. Nov. 96. • Conducts follow up training on A – C band employees in the various sections & areas as decided upon. Completes prescribed follow up reports, have signed by the Line management concerned & reports to his HRD Officer. • Facilitates Initial, Refresher & DMR Retraining training course (e.g. Health & Safety, Competent B, TMM Operation etc.) for what he has received training & on instruction of his/her HRD Officer and in collaboration with the HRD Coordinator or HRD Manager. Must be fully conversant with course contents and practical instruction techniques. • Training employees in the classroom, simulation facility & in the workplace in accordance with specified National Unit Standards. Must be conversant with the National Qualifications Framework`s (NQF) principles & SAQA Unit Standards. • Complete & submits the prescribed Training/Assessment reports to his/her HRD Officer within deadlines. • Plans assessments activities & prepare candidates & assessment reports to his/her HRD Officer within deadlines. • Plans assessments activities & prepare candidates & assessment tools required to perform assessment in accordance with Assessment policy
<p>Personal Attributes:</p>	<ul style="list-style-type: none"> • Verbal communication skills. • Written comprehension. • Listening skills. • Numerical interpretation skills. • Solution and problem-solving skills. • Interpersonal skills. • Attention to details. • Mechanical and technical skills. • Spatial reasoning skills. • Visual thinking

Interested applicants are invited to apply on our B-Connect WhatsApp system at 060 014 4225 and follow the prompts by no later than the 8 July 2026. Please attach:

- Comprehensive updated CV
- Certified ID copies
- Certified copies of all qualifications

<p>Equity Statement:</p>	<p>Preference will be given to suitably qualified Applicants from designated groups in line with the Employment Equity Plan and/or Compliance Targets of the Organisation.</p>
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By sending your CV to the email 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.
- To acknowledge that Bokoni Platinum Mines will keep the record of your personal information confidential.