

Superintendent Procurement

Internal & External

Paterson Grading D1

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 manage the day-to-day operation of the purchasing of items and services for Assmang Iron Division according to the Procurement Policies and Procedures, which includes but not limited to:

- Procurement management
- Tender management
- Contract management
- Statutory compliance
- Budget and cost control
- People management
- SHERQ adherence and compliance in own area of work
- Work ethics

QUALIFICATIONS

(Essential unless otherwise indicated)

- Grade 12
- National Diploma (NQF Level 6) or Degree (NQF level 7) in Procurement or Financial Discipline

EXPERIENCE

(Essential unless otherwise indicated)

- Minimum of five (5) years operational Procurement / Financial experience in mining or similar industry
- Minimum of three (3) years Team / Project leader / Supervisory experience in Procurement management

OTHER REQUIREMENTS

(Essential unless otherwise indicated)

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

KNOWLEDGE, SKILLS & COMPETENCIES

- **Computer Literacy**
 - Advanced user of procurement systems
 - Intermediate user of MS Office (Excel and PowerPoint)
- **Contract management**
 - Understanding of contract law and principles and apply same in negotiations
- **Statutory**
 - BBBEE Act , Contract / Procurement law, MHSA
- **First line management**
 - Successfully complete management development program
- **Negotiation**
 - Effective negotiation of contracts; Policies and procedures
 - In depth understanding of relevant policies and procedures such as Procurement, Contract, Repair, Tender, HR and IR
- **Communication**
 - Excellent skill level required, Ability to communicate in English and Afrikaans
- **Strategic thinking**
 - Understand long term implications of contracts
- **Commercial awareness:**
 - Understands and applies commercial and financial principles
 - Views issues in terms of costs, profits, markets and added value
- **Specialist**
 - Understands technical or professional aspects of work and continually maintains technical knowledge
- **Persuasiveness:**
 - Influences, convinces or impresses others in a way that results in acceptance, agreement or behavioral change
- **Creativity and innovation:**
 - Creates new and imaginative work-related approaches
 - Shows a willingness to question traditional assumptions
- **Flexibility**
- **Leadership**

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.

Advert Published Date: 13 July 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