

CAREER OPPORTUNITY

Nkomati Nickel Mine is primarily a nickel and chrome operation located in the Mpumalanga Province between Badplaas (eManzana) and Machadodorp (eNtokozweni), within the broader Waterval Boven (Emgwenya) region. Nkomati is owned by African Rainbow Minerals (ARM), a leading South African diversified mining and minerals company. ARM mines and beneficiates iron ore, manganese ore, chrome ore, platinum group metals (PGMs), nickel and coal and has a strategic investment in gold through Harmony Gold Mining Company (Harmony).

NKOMATI
NICKEL MINE

PROCUREMENT CONTROLLER (C5 PATTERSON GRADING)

REFERENCE NUMBER: NK-PC-C5-01/09/2026

Purpose of the Job:

The successful candidate will be responsible for administering the creditors function by ensuring that supplier invoices are processed accurately and timeously, supplier accounts are reconciled, and payments are made in accordance with Company policies, procedures and financial controls.

Location:

- Slaaihoek Farm, Waterval Boven, Mpumalanga

Job Requirements:

- Grade 12 / National Senior Certificate.
- Relevant Degree in Procurement, Supply Chain Management, Logistics, Business Management, Commerce or a related field.
- A minimum of 5 years' relevant procurement or supply chain experience, preferably within the mining, engineering, manufacturing or heavy industrial environment.
- Minimum 3 years' supervisory the buying or procurement operations.
- Experience in purchasing, supplier management and procurement administration.
- Sound knowledge of in sourcing, contract administration, supplier management, spend analysis, and procurement reporting.
- Experience working with an ERP/procurement system or or similar inventory management software.
- Computer literacy, with good working knowledge of Microsoft Office, particularly Excel.
- Sound understanding of procurement, materials management and supply chain processes.
- Computer literacy with proficiency in Microsoft Office applications.
- Valid driver's licence.

Job Responsibilities:

- Lead, coach, and supervise the Buying Team to ensure efficient, compliant, and high-performance procurement operations.
- Manage operational, capital, and project procurement, including sourcing, supplier evaluation, negotiations, and purchase orders.
- Build and maintain effective supplier relationships, monitor performance, and ensure proper contract administration.
- Partner with Finance, Warehouse, Engineering, Mining, Plant, and other stakeholders to optimise inventory, expedite critical deliveries, and minimise supply risks.
- Monitor procurement performance through spend analysis, KPIs, reporting, governance, and audit support.
- Provide strategic procurement insights, identify cost-saving opportunities, manage supply risks, and drive continuous improvement.
- Support procurement best practices, Preferential Procurement, B-BBEE compliance, and supplier development initiatives.
- Ensure compliance with procurement policies, contractual requirements, applicable legislation, and health, safety, and environmental standards.
- Prepare and analyse procurement, spend, supplier performance, and contract compliance reports to identify value and cost improvement opportunities.

Technical and Behavioural Competencies

The successful candidate should demonstrate:

- Strong knowledge of procurement, supply chain, contracts, governance, compliance, Preferential Procurement, and B-BBEE.
- Strong negotiation, commercial, analytical, problem-solving, cost management, and organisational skills.
- Excellent communication and stakeholder engagement skills; ethical, accountable, self-motivated, and results-driven.

Equity Statement:

Preference will be given to suitably qualified applicants in line with the employment equity plan and targets of the organisation.

POPIA Disclaimer

By sending your details 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 ARM Nkomati Nickel Mine will keep the record of your personal information confidential.

Additional Information:

- Interested candidates should apply via the TEBA recruitment system through WhatsApp +27 60 017 5980 by completing the required application and submitting:
- A comprehensive Curriculum Vitae (CV);
- Certified copies of qualifications; and
- A certified copy of the Identity Document
- No late applications will be considered or accepted..
- If you do not hear from the Company within 30 days after the closing of the advert, please consider your application as unsuccessful.
- **Closing date: 20 September 2026**