



A NAMIBIA DE BEERS PARTNERSHIP

JOBFINDER - 2016

Namdeb's alluvial mining operations in the Sperrgebiet offer unique challenges to individuals who want to participate in the exciting future of our world-class operation. With established open-cast, coastal and dredge mining operations and a variety of new technology-driven projects, Namdeb offers developmental opportunities unmatched at most other mining operations.

SUITABLY QUALIFIED APPLICANTS AND CURRENT NAMDEB EMPLOYEES ARE INVITED TO APPLY FOR THE ADVERTISED POSITIONS BELOW.

BASIC REQUIREMENTS:

- ✓ Reference number of advertisement should be quoted on application;
- ✓ A comprehensive CV with supporting documentation, inclusive of a valid security clearance permit should be submitted;
- ✓ Applications from Namdeb employees must be noted by Line Managers.

PLEASE NOTE:

- ❖ ONLY SHORTLISTED CANDIDATES WILL BE NOTIFIED OF INTERVIEW RESULTS.
- ❖ NO LATE APPLICATIONS WILL BE ACCEPTED.

Preference will be given to applicants from designated groups in terms of the Affirmative Action Act of 2007. Particular preference will be given to applicants who are disabled.

NORTHERN COASTAL

APPLICATIONS TO:

HR BUSINESS PARTNER

PO BOX 45

LUDERITZ

FAX NO: 063-238910

EMAIL: hr.recruitment@namdeb.com



METALLURGY OPERATOR CAT 1 (BL) - NORTHERN COASTAL MINE (REF. NO: NCM/2016-005)

The Challenge:

To control the Metallurgical Treatment Processes in accordance with his/her level of training and qualifying in a specific Operator category (i.e. Cat 1, Cat 2 etc.), to achieve maximum efficient throughput and to minimize delays and losses.

The Ideal Applicant:

- Grade 12 with 20 points, Mathematics or Science as subjects.
- Code 08 driver's license.
- Should have at least one year metallurgical experience in the Scrubbing and Crushing section.
- Should be qualified in Scrubbing and Crushing section (Cat 1).
- Good communication skills
- Problem solving skills
- Innovative and pro-active (self-starter)

(Current metallurgical operators with Grade 10 with 24 points, Mathematics or Science and code 08 driver's license may apply)

CLOSING DATE: 20 APRIL 2016

METALLURGY TRAINEE OPERATOR CAT 1 (B1) - NORTHERN COASTAL MINE (REF. NO: NCM/2016-006)

The Challenge:

Candidates are invited to be trained through theoretical and on-the-job training in the various Metallurgical Treatment modules and by so doing gaining the skills to control the Metallurgical Treatment Sections, in accordance with his/her level of training and qualifying in a specific Operator category (i.e. Outside or Inside), to achieve maximum efficient throughput and to minimize delays and losses.

The ideal applicant

- Grade 12 with 20 points, Mathematics or Science as subjects
- Code 08 driver's license.
- Good communication skills
- Problem solving skills
- Innovative and pro-active (self-starter)

(Current metallurgical operators with Grade 10 with 24 points, Mathematics or Science and code 08 driver's license may apply)

CLOSING DATE: 20 APRIL 2016

FITTER ASSISTANT C (BL) – NORTHERN COASTAL MINE (REF. NO: NCM/2016-007)

The Challenge:

To perform advanced semi-skilled tasks within the Fitter trade. Such tasks include but are not limited to the removing of components, replacing couplings and maintaining screens.

The ideal Applicant

- Grade 10 Certificate (24 points, and an E in English)
- N1 Certificate or Level 2
- Vocational Training Phase 3 Certificate or work related compensatory experience, where the appropriate scheme does/did not exist.
- Two (2) years' experience as a Plant Fitter Assistant B will be a requirement.
- A valid Code 08 driver's license
- Knowledge of overhead cranes, Compressors, pneumatic tools and air receivers.
- Responsible in assisting the artisan

CLOSING DATE: 20 APRIL 2016

MULTI-SKILLED OPERATOR –NORTHERN COASTAL MINE (REF.NO:NCM/2016-008))

The Challenge:

To operate a range of production and non-production machines within the various mining sites safely and in accordance with standard operating procedures to achieve targets and delivery of quality services.

The Ideal Applicant:

- Grade 10 Certificate (24 points, and an E in English)
- Code 10/11 Driver's license
- One year driving experience acquired through successful completion of requisite and optional machines and vehicles.
- Passing assessments relevant to the recruitment process

CLOSING DATE: 20 APRIL 2016

SOUTHERN COASTAL, ORANGE RIVER MINES, SERVICES AND MINE WIDE

APPLICATIONS TO:

HR RECRUITMENT

PO BOX 35

ORANJEMUND

FAX NO: 063-237202

EMAIL: hr.recruitment@namdeb.com



GRADING A BAND

ARTISAN ASSISTANT (A3) ENGINEERING - (REF. NO: ENG. 2016/014)

The Challenge:

To assist the qualified artisan in his day-to-day activities.

The Ideal Applicant:

- Grade 10 (24 points over 7 subjects, and an E in English)
- Strong Communication Skills
- Be security / safety conscious
- Good housekeeping skills
- Previous experience as well as a code 08 driver's license will be an added advantage.

CLOSING DATE: 28 APRIL 2016

GRADING: B BAND

BOILERMAKER ASSISTANT (B1) ENGINEERING (REF. NO: ENG. 2016/015)

The Challenge:

To perform certain unskilled and semi-skilled tasks within the boilermaking sphere.

The Ideal Applicant:

- Recognized Grade 10 with (24 points over 7 subjects including an E symbol in English)
- One year experience in a boiler making environment or previous experience as an Artisan Helper
- Good communication skills
- Innovative and pro-active (self-starter)

CLOSING DATE: 28 APRIL 2016

SERVICEMAN DRIVER (B2) ENGINEERING (REF. NO: ENG. 2016/016)

The Challenge:

To Service and Overhaul concrete Mixer Engines and operate a range of machines such as the Hi-Ab, Forklift, Backhoe loader and Concrete Dumper car safely and in accordance with standard operating procedures to achieve quality service.

The Ideal Applicant:

- Recognized Grade 10 with (24 points over 7 subjects including an E symbol in English)
- Valid Code 10 Driver's license with PDP
- Two years mechanical experience
- Two years driving/operating experience
- Strong Communication skills;
- Applicants will be required to undergo an eye sight test and a Vienna Dover Assessment

CLOSING DATE: 28 APRIL 2016

LOGISTICS ASSISTANT 2 – SUPPLY CHAIN (BL) (REF. NO. SERV 2016/015)

The Challenge:

The Supply Chain department seeks to employ a Logistics Assistant 2.

The ideal applicant:

- Grade 12 with (20 points over 5 subjects including an E symbol in English)
- Code 08 driver's license.
- The ability to operate a forklift will be an added advantage.
- Successful applicants must have a minimum of two years stores environment experience.
- In addition applicant should have good communication skills.
- SAP experience will be an advantage.

CLOSING DATE: 20 APRIL 2016

AUTO ELECTRICIAN ASSISTANT B (B2) SOUTHERN COASTAL MINE - (REF. NO. SCM 2016/010)

The Challenge:

To perform more advanced semi-skilled tasks within the Auto Electrician sphere.

The Ideal Applicant:

- Grade 10 (24 points over 7 subjects, and an E in English), with Mathematics or Science
- Vocational Training level 1 certificate
- Valid Code 08 Driver's License, while Code 11 Driver's License will be an added advantage
- Eighteen months previous trade related experience.

CLOSING DATE: 28 APRIL 2016

DIESEL MECHANIC ASSISTANT B (B2) – SOUTHERN COASTAL MINE - (REF. NO. SCM 2016/011)

The Challenge:

To perform more advanced semi-skilled tasks within the Diesel Mechanic sphere.

The Ideal Applicant:

- Grade 10 (24 points over 7 subjects, and an E in English), with Mathematics or Science
- Vocational Training level 1 certificate
- Code 08 Driver's License, while Code 11 Driver's License will be an added advantage.
- Eighteen months previous trade related experience.

CLOSING DATE: 28 APRIL 2016

GRADING: C BAND

SENIOR ASSISTANT PROPERTY ADMINISTRATOR (CL) ORANGE RIVER MINES (REF. NO.ORM 2016/004)

The Challenge

To assist the Property Administrator in implementation of procedures of residential accommodation units. To maintain and ensure the effective administration of the catering service.

The ideal applicant

- Grade 12 (20 points over 5 subjects including a E symbol in English)
- Certificate in Business Administration or equivalent.
- Valid Code 08 Driver's license
- Two years' experience in Allied service environment.
- Computer literacy (MS word, excel & SAP experience will be an added advantage)
- Communication skills (verbal & written) & Administration skills
- Understanding of Property Maintenance systems and procedures

- Handling situations with diplomacy

CLOSING DATE: 28 APRIL 2016

PROCESS CONTROLLER (C1) – SENDELINGSDRIFT: TREATMENT – (REF. NO. ORM. 2016/005)

The Challenge:

To monitor and assess production information relayed to the Plant Central Control Room from the various plant sections and to co-ordinate and control the plant operations, operating staff and plant equipment to achieve optimal plant throughout efficiency.

The Ideal Applicant:

- Grade 12 (20 points over 5 subjects including a E symbol in English)
- Two years' operating experience as a qualified Operator Cat 3 (B4) and meeting the pre-requisites to act as a Process Controller, in accordance with Namdeb's Metallurgical Operator Training, Development and Career Path Programme
- Two years Treatment and Mining Metallurgical Operating experience at B4 level
- Valid code 08 driver's license
- Have successfully completed PCR and Laboratory training as well as Screen shop orientation.
- Good communication skills with experience as Acting Foreman will be treated as being an advantage.

Job Specific Competencies include:

- Relevant technical ability
- Analytic ability
- Problem solving skills
- Interpersonal skills
- Communication (written & verbal)
- Numeric skills Plant operational processes and procedures

Current Metallurgy Operators in the system with a Grade 10 certificate (24 points over 7 subjects with an E in English) Mathematics or Science, and relevant compensatory skills and experience will be taken into account.

CLOSING DATE: 28 APRIL 2016

AUTO ELECTRICIAN – NAMDEB - (C2) (REF. NO. NAM 2014/007)

The Challenge:

To carry out all auto-electrical maintenance, overhauls and repairs of earthmoving vehicles, mobile cranes, air compressors, lighting plants and mine pumps, according to set procedures, to achieve optimum equipment availability and process efficiency objectives.

The ideal applicant:

- Recognized Grade 10 Certificate (24 points over 7 subjects, and an E in English) with maths and science
- Trade Diploma (Pre 1993) with N2 Certificate or
Level 4 Trade Diploma with 4 theoretical subjects at Level 3 or
Level 3 Trade Certificate with 4 theoretical subjects at Level 3
- Theory is a compulsory subject (e.g. Boilermaker)
- Two years post apprenticeship experience
- Valid Code 08 Driver's license
- Computer literacy
- Self driven, disciplined and capable of operating independently
- Problem solving skills

CLOSING DATE: 28 April 2016

BOILERMAKER (C2) NAMDEB - (C2) (REF. NO. NAM 2016/008)

The Challenge:

To fabricate, maintain, install and prepare steel plate and pipe installations and structures in plants and buildings. Inspect and repair boiler fittings such as safety valves, regulators, automatic control mechanisms and water columns and auxiliary machines such as pumps, draft fans, stokers and burners. Replace damaged boiler tubes and plates. Repair or replace high-pressure piping. Execute all tasks in accordance with standing operating procedures to achieve optimum equipment availability and process efficiency.

The Ideal Applicant:

- Recognized Grade 10 Certificate (24 points over 7 subjects, and an E in English) with maths and science
- Trade Diploma (Pre 1993) with N2 Certificate or Level 4 Trade Diploma with 4 theoretical subjects at Level 3 or Level 3 Trade Certificate with 4 theoretical subjects at Level 3
- Theory is a compulsory subject (e.g. Boilermaker)
- Two years post apprenticeship experience
- Valid Code 08 Driver's license
- Computer literacy
- Self driven, disciplined and capable of operating independently
- Problem solving skills

CLOSING DATE: 28 April 2016

DIESEL MECHANIC (C2) NAMDEB - (C2) (REF. NO. NAM 2016/009)

The Challenge:

Responsible for the repairing and maintenance of all diesel machines, earthmoving fleet machines, pumps and generators. Diagnose, identify and rectify mechanical problems on earthmoving fleet machines and equipment. Plan work procedures.

The Ideal Applicant:

- Recognized Grade 10 Certificate (24 points over 7 subjects, and an E in English) with maths and science
- Trade Diploma (Pre 1993) with N2 Certificate or Level 4 Trade Diploma with 4 theoretical subjects at Level 3 or Level 3 Trade Certificate with 4 theoretical subjects at Level 3
- Theory is a compulsory subject (e.g. Boilermaker)
- Two years post apprenticeship experience
- Valid Code 08 Driver's license
- Computer literacy
- Self driven, disciplined and capable of operating independently
- Problem solving skills

Job Specific Competencies include:

Problem-solving / Diagnostic skills

Self-driven

Interpretation of technical drawings and schematics

Work in a team environment

Safety awareness

Diesel trade technical knowledge & practices

Diesel trade vehicle maintenance procedures

Knowledge that diagnoses, fault finding and repair of earthmoving machines and equipment.

CLOSING DATE: 28 April 2016

TEACHER (C3) -JUNIOR PRIMARY TEACHER – OPS ORANJEMUND (REF. NO. SERV 2016/001) (Re-Advertised)

Oranjemund Private School has a vacancy for an energetic, self-motivated and pro-active Junior Primary Teacher (Grades 0 – 3).

Minimum requirements for the position:

- Applicants must be in possession of a four year Junior Primary Teaching Diploma or Degree, specializing in the methodology of Junior Primary Education in line with the New Curriculum Reform.
- Experience of successfully teaching Gr 0 - 3
- Preference will be given to teachers with at least two years' experience with this age group.
- A working knowledge of some remedial programmes like 'Motorics' is required.
- Proficiency and fluency in English is essential
- Candidates will be expected to become fully involved in the extra-curricular programmes of the school
- Candidates must be computer literate (Word & Excel)

The following must be submitted with the application:

- Application letter
- Curriculum Vitae clearly stating experience of teaching grades and subjects
- Certified copies of qualifications
- At least 3 References
- State other subjects and extra-curricular activities offered

- **Assumption of duty: 24 May**

CLOSING DATE: 20 APRIL 2016

SPECIALIST REMEDIAL TEACHER (C3) - OPS ORANJEMUND (REF. NO. SERV 2016/017)

Oranjemund Private School has a vacancy for an experienced, energetic, self-motivated, and pro-active Specialist Remedial Teacher (Grades 2 – 7) who would be able to teach the Opportunity Class/Bridge Class.

Minimum requirements for the position:

- Applicants must be in possession of a four year Teaching Diploma or Degree, specializing in remedial education.
- Preference will be given to teachers with at least two years' suitable experience with learners with learning difficulties or learning disabilities.
- A working knowledge of some remedial programmes like 'Motorics' would be a further advantage.
- Proficiency and fluency in English is essential.
- Candidates will be expected to become fully involved in the extra-curricular programmes of the school.
- Candidates must be computer literate (Word & Excel).

The following must be submitted with the application:

- Application letter.
- Curriculum Vitae clearly stating experience of teaching grades and subjects.
- Certified copies of qualifications and citizenship.
- At least 3 References.
- State other subjects and extra-curricular activities offered.

Besides the normal remedial teacher duties, this job also entails:

- Teaching all primary school subjects to a combined class of special needs learners ranging from 8 – 14 years old. (Maximum of 10 learners in the class).
- Counselling of pupils with social and emotional problems.
- Advising parents/guardians and teachers and drawing up home programmes for pupils with special needs (social, emotional and scholastic). Consult with the School Counsellor and visiting educational psychologist, paediatrician, speech therapist and occupational therapist.
- Implementing programmes recommended for specific problem areas.

CLOSING DATE: 20 April 2016

RADIOGRAPHER –ORANJEMUND HOSPITAL (LOCUM) – (CU) (REF. NO. SERV/2016/018)

The Challenge:

Namdeb Private Hospital has a Radiographic service delivery to Namdeb employees and the Community. The Successful candidate will be responsible:

- To provide a diagnostic radiographic service including orthodontic patients to the hospital using relevant techniques whilst complying with radiation standards.
- To perform standby functions in terms of a formally approved standby system.
- To ensure that equipment is maintained regularly by liaison with relevant authorities.
- Assume responsibility for ensuring that radiation equipment meets the requirements / standards of the National - Radiation Protection Board e.g. licensing of X-Ray units

The Ideal Applicant:

- Degree or Diploma in Radiographic
- Registered with the Allied Health Profession Council of Namibia
- Three (3) years' post graduate experience
- Computer literate in Ms Office (Ms Word, Ms Excel)
- Analytical and Report writing skills

CLOSING DATE: 28 APRIL 2016

CHARGEHAND (C3) SOUTHERN COASTAL MINE - (REF. NO. SCM 2016/012)

The Challenge:

Supervises the activities of artisans by prioritizing and allocating resources to optimize efficiency and drive cost effectiveness. Inspects plant or production area for scheduled maintenance or repairs as required to minimize loss of production. Ensures that operations are carried out according to safety standards.

The Ideal Applicant:

- Recognized Grade 12 Certificate (20 points over 5 subjects, and an E in English) with maths and science
- Trade Diploma (Pre 1993) with N3 Certificate or
Level 4 Trade Diploma with 4 theoretical subjects at Level3 or
Level 3 Trade Certificate with 4 theoretical subjects at Level 3
- Theory is a compulsory subject
- Qualifying candidates with a Diesel Mechanic background and Workshop experience is required.
- Experience to boiler making work on earthmoving vehicles will be an added advantage.
- Four years post apprenticeship experience as an Artisan in more than one relevant job
- Valid Code 08 Driver's license
- Computer literacy
- Self driven, disciplined and capable of operating independently
- Problem solving skills
- Good communication and interpersonal skills
- Knowledge of Namdeb Business System (SAPR/3)
- Networking, problems solving and analytical skills
- Applicants will be required to undergo psychometric assessments.

CLOSING DATE: 28 APRIL 2016

ENGINEERING FOREMAN (INSHORE) (C4) ENGINEERING - (REF. NO: ENG. 2016/013)

The Challenge:

To supervise the function of a Trade Area within the Inshore workshop under his control, with a view to manage the operations of the function at maximum workshop availability and optimum cost as well as with adherence to job safety and good housekeeping standards.

The ideal candidate:

- Recognized Grade 12 Certificate (20 points over 5 subjects, and an E in English) with maths and science
- Trade Diploma (Pre 1993) with N3 Certificate or Level 4 Trade Diploma with 4 theoretical subjects at Level3 or Level 3 Trade Certificate with 4 theoretical subjects at Level 3
- Five years post apprenticeship employment as an artisan in relevant engineering discipline preferable hydraulic environment.
- Mechanical or Marine experience will be an added advantage
- Valid Code 08 Driver's license
- Good communication skills
- Computer literate in Ms Office with Excel experience and SAP
- Results orientated with strong collaborative skills and the ability to make an immediate and lasting organizational impact;
- Strong Analytical and problem solving skills;
- Strong Business acumen
- Preference will be given to candidates with a proven track record and supervisory skills.
- Maintenance management training such as SAP, PM, AMIS and RCM will be an added advantage.

The following job specific competencies are required:

- Project Management methods & techniques.
- Outsourcing / Service level agreement policy & procedures
- Mines and works ordinance regulations
- SHE regulations, procedures and practices
- Budget control procedures
- Root cause analysis
- Defect Elimination
- Continuous improvement

CLOSING DATE: 20 APRIL 2016

FULL TIME SHE REPRESENTATIVE (NG) (REF. NO. SERV2016/016)

The Challenge:

To co-ordinate training and to assist workplace safety representatives to perform all functions and duties required to observe the application of statutory regulations and provisions of the Occupational Health and Safety Agreement.

The Ideal Applicant:

- Grade 12 with (20 points over 5 subjects including an E symbol in English)
- Valid Code 08 driving license
- Employed by Namdeb for more than two years and must be a permanent employee
- Must be able to train workplace safety representatives and workers on health, safety and environmental matters.
- Must be computer literate
- Have excellent communication and report writing skills
- A valid first aid certificate would be an added advantage
- Must be able to work independently with minimum supervision

CLOSING DATE: 20 APRIL 2016

PLANT MANAGER (Band 6) NAMDEB - (C2) (REF. NO. NAM 2016/010)

The Challenge:

To manage a treatment plant, provide technical support services, develop talent, drive business improvement and maintain standards to achieve the optimal availability, utilisation and performance of resources and assets.

The ideal applicant:

- B.Sc. Metallurgy or Extractive Metallurgy or Chemical Engineering tertiary qualification
- 8 years relevant Plant experience of which a minimum of 3 years Supervisory experience
- Valid Code 08 drivers license
- Computer literate in Ms Office and SAP
- Project management experience;
- Innovation and process improvement experience;
- Experience in Budgeting & cost control.

Competencies include:

- Results orientated with strong collaborative skills and the ability to make a lasting organizational impact;
- Proven entrepreneurial mindset;
- Visible inspirational leadership;
- Develop and execute continuous improvement strategies that yield measurable business results;
- Sound Technical knowledge
- Provide implementation support;
- Strong Business acumen;
- Strong Analytical ability;
- Ability to develop talent.

CLOSING DATE: 28 APRIL 2016

MINING SECTION MANAGER (BAND 6) NAMDEB - (REF. NO. NAM 2016/011)

The Challenge

To manage a mining operation, provide technical support services, develop talent, drive business improvement and maintain standards to achieve the optimal availability, utilisation and performance of resources and assets.

The ideal applicant:

- Engineering Degree, B. Tech/BSC/B Eng. or equivalent tertiary qualification.
- A minimum of six (6) years' experience in mining production with at least four (4) years as Mining Engineer is required.
- A Mine Manager Certificate of Competence is an added advantage.
- Applicants should be competent in short-, medium- and long-term mine planning and have in-depth knowledge and understanding of mining production processes and standards.
- Experience relating to managing a multi-disciplinary and cultural team will be an advantage.
- The ability to communicate effectively at senior management level is a critical success factor in this position.
- Valid Code 08 driver's license
- Computer literate in MS Office and SAP
- Project management experience;
- Innovation and process improvement experience;
- Experience in Budgeting & cost control.

Competencies include:

- Results orientated with strong collaborative skills and the ability to make a lasting organizational impact;
- Proven entrepreneurial mindset;
- Visible inspirational leadership;
- Develop and execute continuous improvement strategies that yield measurable business results;
- Sound Technical knowledge
- Provide implementation support;
- Strong Business acumen;
- Strong Analytical ability;
- Ability to Develop Talent.

CLOSING DATE: 28 APRIL 2016