

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.



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

TRANSVAC OPERATOR - (A2) – SOUTHERN COASTAL (REF. NO: SERV/2016/026)

The Challenge:

To operate a Transvac unit to collect diamondiferous material in accordance to bedrock cleaning operating standards.

The Ideal Applicant:

- Grade 10 (24 points over 7 subjects, and an E in English)
- Previous working experience will be an advantage, while a good safety record is a requirement.
- Basic communication skills in English is required

CLOSING DATE: 17 June 2016

GRADING B BAND

LOGISTICS ASSISTANT 2 (BL) - SENDELINGS DRIFT ENGINEERING TREATMENT WORKSHOP (REF. NO: ORM/2016-010)

The Challenge:

The Engineering Treatment work shop seeks to employ a Logistics Assistant 2 within the Engineering department

The ideal applicant:

- Grade 10 (24 points over 7 subjects, and an E in English)
- Code 08 driver's license and have the ability to operate a forklift.
- Successful applicants must have a minimum of two years engineering workshop experience.
- Must be safety cautious
- Be able to demonstrate good housekeeping at all times
- In addition applicant should have good communication skills and must be a team player.

CLOSING DATE: 30 June 2016

FITTER ASSISTANT C - (BU) ORANGE RIVER MINE (REF. NO. ORM 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 over 7 subjects, and an E in English)
- Vocational training N1 certificate or Level 2 with the following subjects:
 - Mathematics
 - Science
 - English
- Three years' experience in a Fitter environment or previous experience as a Artisan Helper
- A valid Code 08 driver's license and Code 11 Driver's Licence will be an added advantage
- Knowledge of overhead cranes, compressors, pneumatic tools and air receivers
- Technical knowledge in trade field
- The ability to solve problems effectively and efficiently
- Good communication skills
- Proven track record of safety awareness

CLOSING DATE: 17 June 2016

BOILERMAKER ASSISTANT C – (BU) ORANGE RIVER MINE - (REF. NO: ORM 2016/008)

The Challenge:

To perform advanced semi-skilled boiler making tasks allocated to him in the Plant or Workshop. Performs any task within his sphere of work and assists any artisan to perform his duties if and when required.

The Ideal Applicant:

- Grade 10 (24 points, and an E in English)
- Vocational training N1 certificate or Level 2 with the following subject: Mathematics, Science, English
- Valid Code 08 driver's license
- Three years' experience in a Boiler making environment or previous experience as an Artisan Helper
- Technical knowledge in trade field
- The ability to solve problems effectively and efficiently
- Good communication skills
- Proven track record of safety awareness

CLOSING DATE: 17 June 2016

BOILERMAKER ASSISTANT D (B4) – SOUTHERN COASTAL MINE - (REF. NO. SCM2016/026)

The Challenge:

To perform semi-skilled tasks within the boilermaking field according to set standards and as directed by the Artisan/Foreman. Performs any task within his/her sphere of work and assists any artisan to perform his/her duties if and when required.

The Ideal Applicant:

- Grade 10 Certificate (24 points over 7 subjects, and an E in English)
- Vocational training N1 certificate or Level 2 certificate with the following subjects: Maths, Science & English
- Applicant must be in possession of a Code 08 Driver's license.
- Three (3) years' experience on a Boilermaker Assistant B and C level
- Basic Plant Fitting knowledge will be required.
- Applicants should be prepared to do a Namdeb Technical Aptitude Test demonstrating a skill suitable to the position.
- Must be able to communicate and interact well with others.
- Be security / safety conscious.

CLOSING DATE: 21 June 2016

HEAVY LIFTING CO-ORDINATOR (BU) – ORANGE RIVER MINES (REF. NO. ORM 2016/009)

The Challenge:

Responsible for operating large cranes and perform advanced rigging duties. The incumbents will also have to direct and lead a team of Operators on his/her shift.

The Ideal Applicant:

- Grade 10 (24 points, and an E in English)
- Code CE Driving license
- Valid Certificate of Competence on Mobile Hydraulic cranes
- Two years' experience in Rigging and operating of heavy mobile lifting machines (25 tons and higher)
- Broad general knowledge of rigging and lifting operations.
- Broad general knowledge of the functions of large mobile lifting machines.
- Sound knowledge of Safety and Loss Control practices and task related procedures.
- Ability to work in a team based environment.
- Safety awareness.
- Task planning.
- Applicants selected for the short list will be required to undergo a Dover test.

CLOSING DATE: 17 June 2016

GRADING C BAND

SECURITY OFFICER (CL) – NAMDEB (REF NO.NAM 2016/014)

The Challenge

Applications are invited from suitably qualified Namibian applicants to fill the vacancy of Security Officer within Namdeb Risk Department. The successful candidate will be responsible to ensure that all persons and properties entering and leaving plant and mining areas are free of contraband and to provide a security service which detects and/or prevents the theft or misappropriation of Diamond and other company property from plant and mining areas. He/she must be willing to be deployed across all Namdeb operations both at Lüderitz and Oranjemund. The successful candidate will be required to work shifts.

The Ideal Applicant

- Grade 12 (minimum of 20 points over 5 subjects, including English with an E-symbol)
- Valid Code 08 driving license and a Certificate of good Conduct
- Five years, experience in Security related environment.

CLOSING DATE: 30 June 2016

LOGISTICS OFFICER (CL) – SUPPLY CHAIN (REF NO.SERV 2016/021)

The Challenge

To check input and output data to ensure that all relevant amendments/adjustment, task and transactions related to the Inventory Controller functions are processed accurately and in accordance with the procedures specified.

The ideal applicant

- Diploma in Inventory Management/Supply Chain (NQF 6) or Advanced Certificate
- Code BE (08) driver's license
- Five (5) years general warehouse experience in the Mining Industry and / or another mayor operation of which at least 2 years should have been on a supervisory level
- Exposure to and knowledge of SAP MM and Safety and Health management practices within a warehouse environment will be an added advantage.

CLOSING DATE: 17 June 2016

MILLWRIGHT (CL) ENGINEERING – (REF. NO. ENG 2016/017)

The Challenge:

Provide statutory and general maintenance on all Hydraulic equipment, Service UPS units, fixed lifting machines, some mobile machines, workshop machinery, pneumatic equipment and receivers.

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 Level3 or Level 3 Trade Certificate with 4 theoretical subjects at Level 3
- Minimum of two years post-apprenticeship experience
- Code 08 driver's license
- Ability to interpret technical drawings and schematics
- Self-motivated and willing to work within a dynamic team
- Experience with maintenance of lifting machines, hydraulic equipment, compressors & vessels under pressure will be considered and added advantage.
- Hydraulic experience will be a strong advantage.
- Ability to swim and No fear of heights (will be tested)

CLOSING DATE: 30 June 2016

SYSTEM CONTROLLER (MATERIALS) (CU) – SUPPLY CHAIN (SERV 2016/022)

The Challenge:

To make optimum use of the section's skills and resources to effectively manage the Mine's supply chain, thus ensuring an excellent cost effective service to our customers and making a significant contribution toward the fulfilment of Namdeb's objectives

The Ideal Applicant:

- National Diploma in Materials and Purchasing Management or equivalent financial qualification
- Minimum five (5) years' experience in Materials Management at a supervisory level
- Computer Literacy with advance skills in Microsoft Word, Microsoft Excel and SAP (MM Module)

Job specific competencies:

- Planning, coordinating and organising
- Consultation and communication (written, verbal and presentation)
- Negotiation and planning skills

CLOSING DATE: 17 June 2016

GRADING BAND 6

COST/PROJECT ACCOUNTANT – NAMDEB - (DL) SERVICES (REF.NO.SERV 2016/023)

The Challenge:

To provide business leaders with cost and management accounting information, advising and interpreting complex financial information to aide and facilitate informed business decisions.

Key areas of responsibility will include cost and management accounting, financial evaluations, scenario planning, budgets, forecasts, expenditure planning and control.

The Ideal Applicant

- B. Comm. or equivalent recognised degree majoring in the following subjects:
 - *Management Accounting,
 - *Financial Accounting &
 - * Auditing and Taxation
- Studying towards an honours or CA will be an added advantage
- Code 08 driver's license
- Computer literate in MS Office, Advance Excel and SAP
- Six years general accounting experience with two years spent in a management accounting environment
- Articles would be an added advantage

Job Specific competencies include:

- Applicant should be results orientated and display excellent communication skills;
- Display sound knowledge of the technical and professional accounting processes.
- Thorough knowledge of accounting principles with high level of speed and accuracy.
- Integrity with a strong ability to work independently.
- Applicants will be required to undergo assessments.

CLOSING DATE: 30 June 2016