

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



- Current metallurgical operators with Grade 10 with 24 point English, Mathematics or science and code 8 drivers license may also apply.

CLOSING DATE: 01 NOVEMBER 2016

SENIOR SECURITY OFFICER C3 – NCM - (REF. NO. NCM/2016-016)

The Challenge:

To supervise the daily activities of security staff under his authority, so that an effective security service is provided which detects and/or prevents theft or misappropriation of diamonds and other Company property.

The ideal applicant:

- Grade 12
- Successful applicant must have a two (2) year Certificate in Security Risk Management
- Four (4) year experience in a security related environment of which three years should be as a Security Officer.
- Broad exposure to all aspects of security operations and equipment.
- Code 08/ BE driver's license
- Microsoft Office
- SAP (MM Module)

Job specific competencies:

- Analytical ability
- Decision making
- Innovation
- Investigation
- Judgment
- Problem solving
- Listening
- Research

CLOSING DATE: 01 NOVEMBER 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 B BAND

OPERATOR 3 (LOWBED) – SCM - (B3) (REF. NO. SCM/2016-036)

The Challenge

To transport earthmoving machinery in the mining area and to perform basic preventative mechanical service tasks on the 769 tractor horse caterpillar unit.

The Ideal Applicant:

- Grade 10
- Valid Code 08/BE Driver's license
- Two years' previous relevant experience
- Strong Communication skills
- Shortlisted applicants will be required to undergo Vienna Dover Assessment

CLOSING DATE: 25 OCTOBER 2016

ENGINEERING PLANNING CLERK D – SCM - (BU) (REF. NO. SCM/2016-035)

The Challenge:

To oversee the duties of planning clerks/planning associated positions (A&BL) in the clerical function of the planned maintenance system and ensures that adequate standards are maintained.

The Ideal Applicant:

- Grade 12 (20 points over 5 subjects, and an E in English)
- Code 08 Drivers license
- Two years' Planning Clerk experience at a B3 Level with acceptable performance and competencies
- Computer literacy will include: Ms Office (Excel; PowerPoint; Word)
- Knowledge of Namdeb Business System (SAPR/3)
- Administration skills
- Planning, organising and prioritizing skills
- Strong Communication skills
- Liaison and interpersonal relationships skills at all levels
- Applicants should be available for assessments as required

CLOSING DATE: 25 OCTOBER 2016

METALLURGY OPERATOR CAT 2 (B3) – SCM – (5 DAY SHIFT) (REF. NO. SCM/2016-037)

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 and Cat 2), to achieve maximum efficient throughput and to minimize delays and losses.

The Ideal Applicant:

- Recognized Grade 12 (20 points, and an E in English), Mathematics or Science as subjects
- Code 08 driver's license
- Should have at one year metallurgical experience in the Scrubbing and Crushing section
- Should be qualified in Outside section (Cat2)
- Good communication skills
- Problem solving skills
- Innovative and pro-active (self-starter)
- Shortlisted candidates will have to undergo assessment testing.

(Current metallurgical operators with Grade 10 with 24 point English, Mathematics or science and code 08 driver's license may also apply.)

CLOSING DATE: 01 NOVEMBER 2016

CONTROL & INSTRUMENTATION MECHANICIAN – NAMDEB - (C2) (REF. NO. NAM/2016-013)

The Challenge:

Responsible for the installation, calibration, repair and maintenance of control gear/instruments. Installs, repairs, maintains and adjusts indicating, recording, telemetering and controlling instruments and test equipment, used to control and measure variables such as pressure, flow, temperature, motion, force and chemical composition.

The ideal applicant:

- Relevant MIETTB or equivalent Trade Certificate and N3 (or NQF equivalent) with Electronics and Instrumentation
- Code 08 Driver's license
- Two years practical experience in the mining industry, preferably with a sound knowledge of instruments, PLC and SCADA systems

Job specific competencies include:

- Analytical ability
- Decision making Skills
- Innovation

- Judgement
- Problem solving
- Investigative mind set
- Time management
- Sensory vigilance / awareness
- Organising skills

CLOSING DATE: 01 NOVEMBER 2016

ACCOUNTS TECHNICIAN (PAYROLL) – SERVICES - (CL) (REF. NO. SEV/2016-035)

The Challenge:

To control, supervise and provide the technical expertise needed in the administration of payroll, and to address enquiries from internal and external clients.

The Ideal Applicant:

- Grade 12
- Degree in Finance and Accounting or equivalent qualification majoring in the following subjects:
 - Accounting
 - Mathematics/ Statistics
 - Taxation
- Code 08 driver's license
- Computer literate in Ms Office, Advance Excel skills and SAP HR Modules
- Three years general accounting experience in a payroll or similar environment of which at least 1 year should be at a supervisory level.

Job Specific competencies include:

- Applicant should be Results Orientated
- Display excellent Communication skills;
- Display sound knowledge of the technical and professional accounting processes
- Thorough knowledge of accounting principles
- High level of speed and accuracy
- Integrity
- Applicants will be required to undergo assessments

CLOSING DATE: 01 NOVEMBER 2016

PHARMACIST - ORANJEMUND - (REF NO. SEV/2016-034) - LOCUM

The Challenge:

To effectively manage the Namdeb Hospital Dispensary in compliance with the relevant laid down legal pharmacy act and professional responsibilities.

The ideal applicant:

- Recognized qualified Pharmacist in terms of the Namibian Pharmacy Act of 1993.
- Registered with the Health Professional Council of Namibia as a pharmacist
- Post registration experience will be an added advantage.
- Innovation and process improvement experience;
- Results driven with strong collaborative skills and the ability to make a sustainable business impact

CLOSING DATE: 25 OCTOBER 2016