



A NAMIBIA DE BEERS PARTNERSHIP

JOBFINDER - 2017

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



No Vacancies

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 C BAND

STS TECHNICIAN – RISK DEPARTMENT (SECURITY) – (CU) (REF. NO. SERV/2017-001)

The Challenge:

Security Technical Support Technician is to perform technical skilled and diagnostic work. Install, commission, maintain and repair security electronic equipment, in accordance with the asset maintenance management strategy to ensure service levels, performance outputs / requirements and agreements are met which effectively contributes to the security and protection of Namdeb's resources and the achievement of the Security department's goals and objectives.

The Ideal Applicant:

- Grade 12 (minimum of 20 points over 5 subjects, including English with an E-symbol)
- National Diploma for Technicians, N6, T3, S4 or equivalent
- Two years' experience as a qualified technician in an industrial electronics, telecommunications and/or surveillance environment.
- Computer literacy (SAP experience will be an added advantage)
- Experience in Security Systems Management
- Experience in IM Server environment, Networking and IP Surveillance will be an added advantage
- Valid Code 08 / BE driving license

Job Specific competencies include:

- Excellent communications skills
- A team player
- Computer literate in MS Office
- Supervisory experience
- Innovation and pro-active thinking (Self-starter)
- Strong interpersonal skills
- Knowledge of mining processes and Safety Awareness
- Sound understanding of IM Network infrastructure
- Sound understanding of IM Server environment
- Knowledge of IP Systems
- Able to work on High Mast Structures
- Believe in Zero Harm

CLOSING DATE: 24 JANUARY 2017

ACCOUNTS TECHNICIAN – SERVICES - (CL) (REF. NO. SERV/2017-002)

The Challenge:

To provide technical knowledge and skills needed in the preparation and processing of Accounts Payable, including management of Vendor payments, and supervision of Accounts Payable staff.

The Ideal Applicant:

- Grade 12
- Degree in Finance and Accounting or equivalent qualification majoring in the following subjects:
 - Management and Financial Accounting
 - Mathematics/ Statistics
 - Taxation
- Code 08 driver's license
- Computer literate in Ms Office, Advance Excel skills, SAP CO and FI Modules
- Three years general accounting experience in an Accounts Payable 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

Namdeb Job-Finder: 10 January 2017

- Thorough knowledge of accounting principles
- High level of speed and accuracy
- Integrity
- Applicants will be required to undergo assessments

CLOSING DATE: 24 JANUARY 2017

ACCOUNTS TECHNICIAN (PAYROLL) – SERVICES - (CL) (REF. NO. SERV/2017-003)

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: 24 JANUARY 2017

C&I TECHICIAN – ORANGE RIVER MINES - (CU) (REF. NO. ORM/2017-001)

The Challenge:

Co-ordinate and provide an Engineering Control and Instrumentation maintenance services to the business.

The Ideal Applicant:

- Relevant Trade Certificate/Diploma (eg. Instrumentation Mechanician) with N6 OR National Diploma with electronics and instrumentation obtained through T3/S4.
- Relevant Trade Certificate with N6 with 3 years sound knowledge of instruments, PLC and SCADA systems **OR**
- National DiplomaT3/S4 with two years relevant control & instrumentation industrial experience with sound knowledge of instruments, PLC and SCADA systems.
- Code 08 Driver's license
- Eligible as registration as Technician with ECN
- Co-ordinate and provide an Engineering Control and Instrumentation maintenance services to the business.
- Must demonstrate managerial acumen, analytical, decision making and supervisory abilities,
- Must be able to communicate and interact well with others,
- Ability to effectively control a process, to delegate, plan, organise and co-ordinate effectively,
- Be security/safety conscious, have completed basic supervisory training,
- Competency in MS Office applications.

CLOSING DATE: 24 JANUARY 2017

BAND 6

PERFORMANCE REPORTING MANAGER – COSTING - (BAND 6) (REF. NO. SERV/2017-004)

The Challenge:

As the primary point of contact between the Performance Management team and Namdeb Management, the Performance Manager is accountable for remaining up to date with key performance and financial matters at the operations and for developing a deep understanding of the KPIs and cost drivers that impact business performance. The Performance Manager uses his/her operational knowledge as well as rigorous financial analysis techniques in drawing out insights and trends and identifying critical business issues. The Performance Manager will have the ability to utilise and summarise relevant financial information when having meaningful discussions with senior stakeholders that help drive business performance.

The Ideal Applicant:

- CIMA/ACA/ Bachelor's Degree in Commerce
- Five years' experience at Financial/Cost Accountant level
- Experience with financial analysis, benchmarking of financial/business data and operational efficiencies and value chains
- Understanding of complex commercial and technical accounting issues
- Operational experience in preparation of performance reporting
- Operational experience in the mining industry

Job /Technical Competencies

- Result Oriented
- Legal Knowledge
- Short and long term financial forecasting
- Integrity
- Budgeting and cash management
- Planning and review
- Financial policies and procedures
- Technical/professional expertise in accounting process and application of IFRS
- Communication Skills
- Team management / leadership skills
- Negotiation skills
- Project Management

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