



**ASSMANG**  
IRON ORE Beeshoek



Assmang Limited's Beeshoek Iron Ore Mine, west of Postmasburg in the Northern Cape requires the services of:

## SUPERINTENDENT ENTERPRISE AND SUPPLIER DEVELOPMENT

(Ref no: BH 0013 must be indicated on application)

### QUALIFICATION REQUIREMENT:

- Grade 12 (Required);
- B degree in Business Management or Entrepreneurship or Equivalent Qualification NQF level 7 (Required);
- Certificate in Project Management NQF level 5 (Required).

### EXPERIENCE AND OTHER REQUIREMENTS:

- Two (2) years project management experience (Required);
- Four (4) years management and or supervisory experience in enterprise and supplier development or business development (Required);
- Valid code B driving licence (Required).

### REQUIRED COMPETENCIES:

- Behavioral: Project management skills, budget management skills, business acumen and relationship building skills;
- System skills: Microsoft Office and Project;
- Technical competencies: Relevant statutory knowledge, business processes and plans;
- Statutory knowledge: BBBEE legislation.

### RESPONSIBILITIES:

- Enterprise and supplier development management (non SED projects)
- Continuous improvements;
- Internal and external stakeholder relations;
- Project management and evaluation;
- Budget management and control;
- Legislation compliance;
- SHERQ adherence and compliance in own area of work;
- Mining charter, DTI and BBBEE management and reporting.

- The abovementioned position is a D1 on the Patterson grading
- The successful candidate will be appointed on a 6 month probation period.
- **Application close on: 15 December 2017 (13:00)**
- Interested applicants are requested to submit their CV's to: Fax: 086 731 6851 or e-mail: [bhrecruit3@assmang.co.za](mailto:bhrecruit3@assmang.co.za) or Application Box at the Security Department

## SUPERVISOR WELLNESS & CLINIC

(Ref no: BH 0015 must be indicated on application)

### QUALIFICATION REQUIREMENT:

- Grade 12 (Required);
- National Diploma or B Degree in Nursing or Occupational Health NQF level 6/7 (Required);

### EXPERIENCE AND OTHER REQUIREMENTS:

- Two (2) year's functional management experience (Required);
- Three (3) year's Wellness, Clinic and Occupational Health Management experience (Required);
- Registered nurse with SANC (Required);
- Valid code B driving licence (Required).

### REQUIRED COMPETENCIES:

- Legal appointment: Management Representative Appointment SANS 16001: OHSAS 18001;
- Behavioural: Leading change, business acumen, leading people, relationship building and results driven;
- System Skills: Microsoft Office, SHERQ systems, Electronic Document Management System, Information Management Systems, Learning Management Systems.

### RESPONSIBILITIES:

- Develop wellness strategy and program;
- Manage committees;
- Compliance and risk management;
- Functional strategic planning;
- Compliance structure and frameworks;
- Obtain, check, refine information accurately;
- Plan, implement, control and monitor approved changes;
- Coordinate occupational disease investigations;
- Ensure operational plan is implemented;
- Plan, direct and assess TQM;
- Manage the efficient and effective utilisation of resources;
- Internal and external stakeholder relations;
- Functional performance accountability;
- Plan, implement and monitor functional budget;
- People management and strategic people development;
- Conflict resolution;
- Submit reports and plans;
- Drive functional workforce planning.

- The abovementioned position is a C5 on the Patterson grading
- The successful candidate will be appointed on a 6 month probation period.
- **Application close on: 15 December 2017 (13:00)**
- Interested applicants are requested to submit their CV's to: Fax: 086 731 6851 or e-mail: [bhrecruit2@assmang.co.za](mailto:bhrecruit2@assmang.co.za) or Application Box at the Security Department

The successful incumbent will be appointed subject to being certified medically fit as per the Mine Health and Safety Act 29/1996 and meeting the requirements of the Company's Code of Practice – Minimum Standards of Fitness to perform work at a Mine. He/she may also undergo a psychometric assessment.

The successful candidate that conforms to all said requirements and experience will be appointed on this grading. Should a candidate not conform with all said requirements and experience, but is nonetheless regarded as suitable for the position, he/she will be appointed on a lower more appropriate grading, until successful achievement of required competencies and skills.

Remuneration will be based on a competitive all-inclusive flexible package.  
No late applications will be entertained

Internal applicants should clearly indicate their company number on the front page of their application/CV.  
Applicants must supply one application per position, no multiple applications will be accepted.

Applicant must indicate the position reference number on the application/CV. Applicant must ensure that the application is sent to the correct e-mail address as stated on the advertisement.

Applicants must apply with one application/CV per position.

If you have not been contacted by the Company within 21 days after the closing date, please consider your application to be unsuccessful. Correspondence will be limited to short listed candidates only. Assmang Pty Limited reserves the right not to appoint