Position: Medium Term Mine Planner
Location: Tshipi é Ntle Manganese Mining, Kathu, Northern Cape

PURPOSE OF THE JOB:
- Provides life of mine and medium-term planning support to the Mineral Resource Management function taking into consideration long-term mining plans and informing the short-term mine plans. Provides technical planning expertise, contributes to the mine design and ensures adherence to mining technical and planning standards.

Key performance areas:
1. Manage financial and budgetary effectiveness
   - Provides inputs into annual budgets of the MRM function.
   - Provides inputs regarding volumes and costs for costing purposes.

2. Effective Planning
   - Develops and implements the medium-term mining plans. Works alongside long-term planners to align plans to the life of mine, short-term plans and business objectives taking in to consideration:
     - Principles and application of mining engineering as applied to mine design and layouts;
     - Principles and application of mine environmental control as it pertains to mine planning;
     - Constraints and assumptions that could affect mine planning (infrastructure, logistics, services);
     - Environmental issues (permit/water use licence/pollution etc.)
   - Performance factors of equipment and people. (Monitor planned vs actual performance)

- Incorporates production and MRM feedback into the ongoing maintenance of the medium-term mining plan.

- Provides technical consulting services to the operation by sharing in-depth knowledge within the discipline, providing relevant information and reports on progress against plans (compliance to design and compliance to plan) as well as assisting in identifying and solving mining problems.

- Applies appropriate best practices and ensures adherence to mining technical and planning standards (Mine Criteria Design).

- Audits compliance with the relevant mining plan and technical standards as well as compliance with relevant risk management/governance frameworks.

- Produces short, medium and long term Mineral Extraction layouts/designs and production schedules including resource and equipment requirements.

- Analyses schedules/information to determine the risks associated with the execution of the short and medium-term mine plan.

- Analyses production results against planned schedules and recommending corrective action by doing monthly and quarterly reconciliations.

- Measuring all design performances, to ensure safe mining conditions within the pit.

- Pro-active strategic planning for different market conditions, to make an informed decision.

3. Support and participate in team environment
   - Manages own performance in terms of agreed KPIs.
   - Identifies gaps in own development and works to master skills and competencies within own role to ensure personal development and performance.

- Contributes to the attainment of team and organisational goals by demonstrating team commitment and collaboration.

- Values and respects team members and others within the organisation.

- Demonstrates inclusivity and values diversity.

4. Customer relationship management
   - Manages customer expectations and requirements to deliver effective and efficient planning services to the business in line with company values and standards.

- Builds and maintains key customer relationships including: HOD's and GM: Mine.

5. Stakeholder engagement and management
   - Links with internal stakeholders to enhance the business and service objectives of the company.

- Ensures that the needs of organisational stakeholders are prioritised and managed including:
   - Colleagues, business partners, contractors and employees;
   - Relevant local, provincial and national authorities

6. Medium Term Mine Planner Position:
   - B. Sc, or B. Eng. - Mine Engineering, Metallurgy or similar (NQF 7)
   - 5 years relevant experience in mine engineering and planning
   - Open shift mining experience

PREFERRED REQUIREMENTS FOR THE POST
Qualification:
- B. Sc, or B. Eng. - Mine Engineering, Metallurgy or similar (NQF 8)
- Project management/planning certification

Experience:
- Exposure to relevant mine planning software packages (e.g. MineSight)
- Manganese mining experience

Competencies
- Risk management
- Strategy management
- Financial Management
- Project management
- Business acumen
- Analysis
- Negotiation
- Communication
- Logical reasoning
- Confidential
- Reliable
- Work under pressure
- Decisive
- Patient

Values
- Emotional Intelligence (EQ)
- Ethical
- Integrity
- Positive attitude
- Objective
- Strategic thinker

Applicants who meet the key requirements of the job must apply and submit their CV’s together with certified copies of qualifications, quoting “Medium Term Mine Planner” to: - THE HUMAN RESOURCES DEPARTMENT, Email address: hr@tshipi.co.za

Closing date: 22 May 2018

Position: Load Out Station Operator
Location: Tshipi é Ntle Manganese Mining, Kathu, Northern Cape

PURPOSE OF THE JOB:
- To load runways and road trains as per the prescribed loading specifications and schedule.

Key performance areas:
- Operate and maintain Load Out and mechanical equipment according to prescribed procedures and standards.
- Work with external service providers such as Transnet Freight Rail, Road transport contractors, and internally with the Load Out Station Foreman, Plant Supervisor and Shunters
- Perform regular inspections and monitoring to ensure that the Load Out Station is performing at required parameters.
- Report to Load Out Station Foreman on performance and problems encountered.
- Identify maintenance issues and initiate maintenance of Load Out equipment.
- Report unsafe work conditions and behaviour, incidents and accidents.
- Conduct risk assessments and pre-work inspections.
- Adhere to SOP’s, works instructions, policies and procedures
- Ensure adherence to all relevant legislation e.g. MSHA etc.
- Compare wagon tonnage provided by Transnet with information obtained on SCADA system.
- Correctly set up chutes before loading.
- Compare correct loading (Weight and Distribution).
- Communicate status with Load Out Station Foreman and Transnet.
- Complete relevant documentation and load log.
- Perform administration and submit reports.

Minimum qualifications required:
- Matric (Grade 12)
- Computer literacy
- Drivers license

Minimum experience and knowledge required:
- Pro-active experience in shunting, conveyors, chutes and load out
- Related knowledge and training in shunting, conveyors, chutes and load out
- Understanding and operating loading and unloading switches on OMTE
- Willing to work shifts – 24/7 operation
- Related experience in the loading of trains at slow speed via a Load Out Station is essential.

Attributes
- Good communication (Verbal + Written)
- Coordination (psycho-motoric coordination, quick reaction speed)
- Planning and Problem solving
- Organised
- Responsible

Competencies
- Teamwork
- Focused
- Planning
- Allocative
- Tolerant of monotonous job
- Confident to work alone/independent
- Willingness to learn and assist team members

Applicants who meet the key requirements of the job must apply and submit their CV’s together with certified copies of qualifications, quoting “Load Out Station Operator” to: - THE HUMAN RESOURCES DEPARTMENT, Email address: hr@tshipi.co.za

Closing date: 18 May 2018

Position: Control Room Technician
Location: Tshipi é Ntle Manganese Mining, Kathu, Northern Cape

PURPOSE OF THE JOB:
- Responsible for operating the processing plant through SCADA in ensuring smooth and continuous supply of product according to end user specification. This includes the primary classifier and all secondary conveyors and other ancillary activities. Performing planning, co-ordinating, organizing, control and reporting functions focused at production outputs and maintenance requirements.

Key performance areas:
- Remotely operate the processing plant from the central control room using SCADA.
- Produce product against customer specification and requirements as set out in the production schedule.
- Manage discipline.
- Perform detailed reporting.
- Facilitate operational and emergency issues in the plant.
- Initiate maintenance activities in making call-outs and creating job cards for maintenance and breakdown work.
- Facilitate communication and flow of information between all stakeholders, i.e. Mining, Plant, Logistics, Load out, Maintenance, Environment.
- Responsible for physically operating the plant from time to time.

Minimum qualifications required:
- Matric
- Appropriate technical qualification(s) to support the role requirements would be advantageous.
- Computer literate
- Valid drivers license.

Minimum experience and knowledge required:
- Experience of processing plants
- Worked in a plant environment for at least 5 years.
- Demonstrable business success in a production and/or processing plant environment.
- Ability to write and update production and processing reports.
- Maintenance and technical expertise and knowledge will be a distinct advantage.
- In line with the company’s drive toward gender equality, preference will be given to female applicants.

Attributes
- Identify, measure, self starter
- Team player
- Methodical in work execution
- Drive and enthusiasm
- Assertive and decisive

Competencies
- Communication
- Accuracy and attention to detail
- The ability to work within a team
- Good analytical and problem-solving skills
- Results oriented
- Reliable

Applicants who meet the key requirements of the job must apply and submit their CV’s together with copies of qualifications, quoting “Control Room Technician” in subject line, to: - Email address: hr@tshipi.co.za

Closing date: 18 May 2018
Position: Load Out Station Foreman  
Location: Tshipi é Ntle Manganese Mining, Kathu, Northern Cape

PURPOSE OF THE JOB
• Responsible for the load out yard, siding, load out station, weighbridge, equipment and staff as well as the organisation, controlling and reporting on the loading of rail wagons and road trucks as per the prescribed loading specifications and schedule.

Key performance areas:
• Responsible for Load Out outputs. Road and Rail.
• Oversee and co-ordinate the functional activities of subordinates.
• Ensure that subordinates comply to training, licensing and other legal requirements.
• Work with external service providers such as Transnet Freight Rail, Road transport contractors, and internally with the Load Out Operator, Plant Supervisor, Control Room Technician and Shunters.
• Perform regular inspections and monitoring in ensuring that equipment is maintained to standard and that the Load Out is performed at required parameters.
• Report to Plant Supervisor on performance and problems encountered.
• Identify maintenance issues and initiate maintenance of Load Out assets and equipment.
• Report unsafe work conditions, behaviour, incidents and accidents.
• Conduct risk assessments and pre-work inspections.
• Develop and adheres to SOP’s, works instructions, policies and procedures.
• Ensure adherence to all relevant legislation e.g. MSHA etc.
• Perform administration and submit detailed reports on Load out.
• Prepare and submit contingency plans.
• Assist and train team members as and when required.

Minimum qualifications required:
• Matric (Grade 12)
• Basic Computer literacy
• First Line Supervisory course
• Drivers license
• A valid Shunting Certificate.

Minimum experience and knowledge required:
• Two years’ proven experience in Logistics, TMM, trucking, hauling, weighbridge, shunting, conveyors, chutes and train load out.
• Two years’ logistics experience in a supervisory or coordinating capacity.
• Related knowledge and training in Logistics, TMM, trucking, hauling, weighbridge, shunting, conveyors, chutes and train load out.
• Understanding and operating Isolation and Earthing Switches on OHTE
• Willing to work shifts – 24/7
• Related experience in the loading of trains at slow speed via a load out station is essential.
• Good verbal and written communication skills

Attributes
• Good communication (Verbal + Written)
• Planning, control and problem solving
• Organized
• Methodical
• Responsible
• Enthusiasm
• Resilience

Competencies
• Diligent
• Teamwork
• Focused
• Planning, organizing, leading, control
• Assertive
• Continuous improvement abilities
• Client focused

Position: Shunter  
Location: Tshipi é Ntle Manganese Mining, Kathu, Northern Cape

PURPOSE OF THE JOB
• Safely admitting trains from the TFR rail network into the Tshipi siding. Ensure the safe hand over of trains before admitting into Tshipi siding.
• Conduct all shunting activities within the Tshipi siding boundaries. Coupling and uncoupling of locomotives and wagons and shunting operations in the private siding.
• Conduct brake test, report on rectify problems where applicable
• Switch OHTE
• Assist the Load Out Coordinator.
• Perform administration.
• Perform SHE activities.

Key performance areas:
• Adhere to housekeeping principles in work areas.
• Perform pre trip inspections on vehicle.
• Admit/Departure of TFR trains and Shunting trains.
• Switching of OHTE “Isolating and Earth switches”.
• Shunting duties, including but not limited to the coupling and uncoupling of locomotives and wagons, authorising train movements, switching of points and conducting brake tests on airbrake trains.
• Perform Pre Start Risk Assessments before engaging in work activities.
• Conduct siding inspections on Perway and OHTE.
• Report defects on Rolling stock, Perway and OHTE.
• Provide insights in defining new ideas, policies and procedures.
• Assist team members as and when required.
• Ensure and comply with MSHA, RSR and safety standards, guidelines, policies and procedures.
• Ensure correct PPE is worn and safety rules and regulations are adhered to.
• Enhance safety awareness throughout working area.
• Active participation on risk assessments and reporting of safety hazards.
• Handle all related administration duties timely.
• Undertake such additional tasks, which may from time to time be assigned to you in the discharge of your duties.

Minimum qualifications required:
• Grade 12 or NQF 4 equivalent
• Valid driver’s license
• In position of valid Shunter certificate including knowledge and understanding of air brakes.
• Certificated “Operate an Isolating and Earth switch” will be an added advantage.

Minimum experience and knowledge required:
• 2 years’ shunting experience
• Experience of and exposure to airbrakes.
• Constantly works towards continued improvement.
• Communication skills.

Attributes
• Attention to detail.
• Punctual.
• Zero tolerance for errors.
• Communication skills.
• Sense of urgency

Competencies
• Reliable
• Responsible
• Team player
• Independence
• Punctuality

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Closing date: 18 May 2018

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