



**ASSMANG**  
IRON ORE Beeshoek



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

## CLERK OF WORKS

(Ref no: BH 0061 must be indicated on application)

### QUALIFICATION REQUIREMENT:

- Grade 12 (Required);
- B Degree in Engineering Field (Required)
- ECSA Registration (Recommended)
- Certificate or Diploma in Quality Assurance or Quality Control or Quantity Surveying (Recommended)

### EXPERIENCE AND OTHER REQUIREMENTS:

- Three (3) years operational supervisory management experience (Required);
- One (1) year general quantity surveying or drawing office experience (Required);
- Two (2) years operational project management experience (Required);
- Valid code B driving licence (Required).

### REQUIRED COMPETENCIES:

- Professional Status: ECSA registration;
- Behavioural Competencies: Performance management skills, monitoring skills, evaluation skills, communication skills, planning skills, organizing skills, time management skills, leadership skills, learning skills, development skills, coaching skills, self-leadership skills, conflict management skills, safety management skills, instructional skills, relationship management skills and assertiveness;
- Systems: Microsoft Office, CAD and Microsoft Project.

### RESPONSIBILITIES:

- Assist to coordinate, implement, control and monitor change plans;
- Data integrity control;
- Identify improvement initiatives and team recognition;
- Ensure adherence to quality standards;
- Promote and assure adherence to SHERQ procedures;
- Implement compliance requirements;
- Team planning;
- Resource mobilization;
- Conflict resolution;
- Implementation of operational plans;
- Planning and control;
- Customer relations;
- Contractor management;
- Quality control and assurance;
- SHERQ and related adherence;
- Resource management.

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 abovementioned position is a C Upper on the Patterson grading. The successful candidate who conforms to all said requirements and experience will be appointed on this grading. The successful candidate will be appointed on a 6 month probation period.

Remuneration will be based on a competitive all-inclusive flexible package.

Interested applicants are requested to submit their CV's to: **Fax: 086 731 6851 or e-mail: bhrecruit2@assmang.co.za or Application Box at the Security Department**

**Application close on: 1 June 2018 (13:00)**

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.

Applicants who apply via e-mail, should ensure they apply with a PDF or Word format, downloadable applications will not be acceptable.

Applicants 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