

## VACANCIES ADVERTISEMENT

Trollope Botswana has the following employment opportunities available on site as indicated below:

### 1.0 PIT SUPERINTENDENT

#### MAIN PURPOSE OF THE JOB

To provide strong leadership application and involvement in overseeing safety, production & labour management within the Drilling, Load and Haul operation in line with legal requirements as per MQWMA Section 17.1 and the established ISO 45001 Standards.

#### MINIMUM JOB REQUIREMENTS

- Diploma in Mining or related field.
- At least 8 years' experience.
- Safety oriented.
- Excellent written and verbal communication skills is an essential condition and be able to communicate at all levels.
- Output driven.
- People orientated.
- Commercial awareness.
- Effective organisational skills.
- Teamwork skills.
- Interpersonal skills.
- Must have sober habits
- Meticulous attention to detail
- Computer Literacy: MS Office, Excel, Word.
- Numerical skills.
- Medically fit and valid Class B driver's license are decisive factors
- Good technical knowledge of open pit mining.
- Thorough knowledge of MQWM Regulations
- Valid Botswana blasting licence

#### KEY PERFORMANCE AREAS

- Responsible for the overall safety within the shift.
- Supports in drawing up and resourcing cyclic production programs
- Oversees a shift and responsible for production and optimal productivity.
- Monitors performance by means of reports, charts, graphs, studies, and visual inspections and through any established safe methods.
- Assists in monitoring the overall performance and quality of sub-contractors working within area of responsibility.
- Ensures survey practices by surveyors are carried out correctly and proficiently for smooth blasting and haulage.
- Ensures maximum utilisation of allocated equipment within area of responsibility.
- Proactively considers alternative methods, which are compatible to the budget and client requirements.
- Assists the Production Manager with budget formulation and cost management.

### 2.0 SHIFT SUPERVISOR

#### MAIN PURPOSE OF THE JOB

To focus on safety and optimisation of earthmoving activities in accordance with production goals and scheduling.

To supervise and coordinate the activities of workers engaged in drawing out and processing excavated material and mandatory compliance in terms of legal appointment under MQWMA Reg. 18.1 and the established ISO 45001 Standards.

#### MINIMUM JOB REQUIREMENTS

- Certificate in Mining or related field.

- At least 5 years' experience.
- Safety oriented.
- Written and verbal communication skills is an essential condition and be able to communicate at all levels.
- Output driven.
- Teamwork skills.
- Interpersonal skills.
- Must have sober habits
- Attention to detail
- Computer Literacy: MS Office, Excel, Word.
- Numerical skills.
- Medically fit and valid Class B driver's license are decisive factors
- Good technical knowledge of open pit mining.
- Thorough knowledge of MQWM Regulations
- Valid Botswana blasting licence

#### KEY PERFORMANCE AREAS

- Ensures effective safe and productive maximum utilisation of manpower and equipment at the pit.
- Supervises effective delivery of production load and haul assignments within budget, on time and in line with safety and quality standards.
- Effective monitoring of performance by means of reports, charts, graphs, studies, and visual inspections as well audits.
- Ensures floors are constantly, properly and safely maintained.
- Proactive management and functional reporting as established and ensuring that any communicated information must be correct as it may be used for decision making.
- Effective Time Management and completion of deadlines
- Support designed change strategies /variation processes in a manner that enhances safe maximum of production resources for efficient assignment execution within the given time.
- Timely safeguards labour resistance and risks associated with change strategy implementation.
- Effectively supports in ensuring survey practices are safely, correctly and proficiently carried out by surveyors for smooth blasting and haulage activities.
- Regularly maintains effective communication with all team members
- Ensures shift performance reviews are conducted as per schedules.
- Timely ensure that production schedules are executed in accordance with the established program and timeline.
- Solicitation of advice and assistance on persuasion of risk management strategies.
- Safeguard against labour unrest challenges.
- Ensure effective shift crew members are trained and developed in accordance policies and procedures and enforcing consistent application of policies within the respective shift.
- Recommend continuous improvement initiatives in terms of all main cost drivers, competencies and education requirements.
- Demonstration and sound understanding of SHE Management Systems (ISO 14001 and ISO 45001) so that compliance is regularly and consistently maintained.
- Actively promote and maintain a safe and healthy work environment.

**CLOSING DATE: 28<sup>th</sup> April 2023.**

All applications including updated CV, contact details and covering letter should be submitted through email to [botsrecruitment@trollopegroup.co.za](mailto:botsrecruitment@trollopegroup.co.za), not later than 28<sup>th</sup> April 2023 at 14hrs00.

**Publication date: 16<sup>th</sup> April 2023.**

**Publication end date: 28<sup>th</sup> April 2023.**