

INTERNAL VACANCY

REF. NO. : LOGISTICS OFFICER

DIVISION : MINING

POSITION : LOGISTICS OFFICER

CLOSING DATE : 03 OCTOBER 2024

An internal vacancy exists for a **Logistics Officer** in the **Mining Division – Harmony Gold – Mine Waste Solutions – Orkney**

The suitable candidate's main responsibilities and duties include, but are not limited to, the following:

- ✚ Managing of fleet, Firearms and Assets.
- ✚ Ensure compliance with the Firearms control's act and company Firearm policies.
- ✚ Conduct weekly inspections.
- ✚ Complying of Risk assessments, PTO's and deficiency reports.
- ✚ Knowledge of WFM/PRP Buzz system, duty rosters, rostering of drivers.
- ✚ Client liaison and professional client relationship
- ✚ Incident and accident investigation and management
- ✚ Ensure compliance to the Company's disciplinary code
- ✚ Ensure that all company SOP's are followed
- ✚ Liaise with HR department concerning disciplinary enquiries to ensure fulfilment thereof
- ✚ Night shift duties and standby

The suitable candidate shall have the following qualifications/attributes/skills:

- ✚ PSIRA certification - Grade A
- ✚ Grade 12 or equivalent qualification
- ✚ Excellent written & verbal communication skills
- ✚ Good working knowledge of MS Office and excel
- ✚ Experience of a Gold mine is compulsory
- ✚ Sound knowledge of Camera and Alarm System
- ✚ Business Firearm competency handgun, shotgun and/or rifle.
- ✚ The ability to communicate and present at all levels.
- ✚ The ability to work under pressure.
- ✚ Willing to work long hours when required to do so.
- ✚ Clean disciplinary, criminal and credit record.
- ✚ Drivers licence and own reliable transport compulsory.
- ✚ Must have own accommodation within the surrounding area.

Interested candidates to email CV and Internal Application Form to Internalcv@proteacoin.co.za and mullerg@proteacoin.co.za
Employment consideration will be in accordance with the Employment Equity Act requirements. Should you not hear from us within 14 days after closing date, your application should be considered unsuccessful.

CEO: C Diavastos
MM Selepe A Myatt HBN Yiga NR Msimangi TC Nyembe