

INTERNAL VACANCY

REF NO. : TECHNICAL ASSISTANT
DIVISION : TARGET OPERATIONS
POSITION : TECHNICIAN ASSISTANT
CLOSING DATE : 22 NOVEMBER 2024

An Internal Vacancy exists for a **Technical Assistant** in the **Mining Division** at **Harmony Target Operations** based in the **Free State**.

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

- ✚ Assisting the Technicians with installation, commissioning and maintenance of electronic security systems
- ✚ Assisting the Technicians with their daily duties and tasks
- ✚ Attention to detail on all aspects of relevant responsibilities;
- ✚ Adhering to the Agreement between the client and the company;
- ✚ Adhering to Health and Safety Regulations;
- ✚ General housekeeping of office and technical vehicles;
- ✚ Assisting with general office administration when required to do so.
- ✚ Management and Control of Documentation, including Registers, Overtime and Route Sheets;
- ✚ Available to work overtime when required under special circumstances;
- ✚ Be willing to undergo a Polygraph test.

Preferred qualifications/ attributes/ skills:

- ✚ Proof of PSIRA certification – Grade C;
- ✚ Grade 12 or equivalent qualification;
- ✚ Must be computer literate;
- ✚ Must have experience working with Microsoft Word and Excel;
- ✚ Must be able to work under pressure and have an analytical approach to addressing challenges.
- ✚ Driver's license Code 08 will be advantageous;
- ✚ Excellent written & verbal communication skills;
- ✚ Own transport and be able to work in Welkom and surrounding area;
- ✚ Need to be able to travel and work as part of a team;
- ✚ No criminal record;
- ✚ Knowledge and understanding of CCTV Systems, Alarms & PC's will be advantageous;
- ✚ Must be able to pass a Certificate of Fitness

Interested candidates to E-mail CV and Internal Application Form to internalcv@proteacoin.co.za, michiel.human@harmony.co.za or hannes.nel@harmony.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
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