

VACANCY



ABOUT GEITA GOLD MINING LTD

Geita Gold Mining Ltd (GGML) is Tanzania's leading gold producer with a single operation in Geita Region. The company is a subsidiary of AngloGold Ashanti, an international gold producer headquartered in South Africa, with operations in more than ten countries, in four continents. The mine is situated in the Lake Victoria Gold fields of Northwestern Tanzania, only about 85 km's from Mwanza City and 20 km's Southeast of the nearest point of Lake Victoria. The company has its head office in Geita, only 5 Km's west of the fast-growing town of Geita, and also a supporting office in Dar es Salaam. Applications are invited from ambitious, energetic and performance driven individuals to fill in vacant position(s) mentioned below:

Position:	Coordinator 2 - Drilling & Coreshed Data
Contract type & Duration:	Unspecified time contract
Department:	Geology
Reporting to:	Senior Supervisor - Lease & Core Area
Number of Positions:	One (1)

PURPOSE OF THE ROLE:

The role exists to provide administrative and data support to the resourcing and execution team by carrying out tasks assigned to ensure safe and efficient work processes, mainly collection of all drilling data for Reverse Circulation drilling (RC) and Diamond drilling (DD) for reporting and invoicing.

QUALIFICATIONS:

- Minimum Diploma or Degree in Geology / Mining Engineering / Mineral Processing from a recognized institution.

EXPERIENCE:

- 3 to 5 years in exploration or mining preferably in data processing.
- Demonstrable computer experience particularly on GIS, Excel, Word, SAP, Document Control, DocuSign, Database, and report writing

MAIN OR KEY ACCOUNTABILITIES:

- Comply with all HSE rules, processes, and requirements.
- Perform data entry for Geotech data, SG data and Drilling data into the exploration database
- Prepare daily, weekly, and monthly drilling reports
- Process documents onto the DocuSign system for digital approvals.
- Create purchase requisitions (PR) and service entry sheets (SES) for contractors.
- Act as the departmental document control coordinator.
- Update daily coreshed KPIs on PIPware system
- Update PR tracking sheet.
- Raising Reservations as required
- Perform GIS activities for exploration
- Compile drilling and coreshed data as per supervisor's instructions.
- Enter drilling plods into the connected mine database
- Conduct reconciliation of drilling data from drilling supervisors and from DDR on weekly and monthly basis.

ADDITIONAL REQUIREMENTS:

- Physical fitness
- Good at written and spoken English and Swahili languages
- Possession of Tanzania driving license is an added advantage
- Drilling and down holes survey techniques (Gyro) is an added advantage

MODE OF APPLICATION:

- Please apply through our recruitment portal by following the link below. Please click the link or type the URL address on a website browser to access the application portal.
- On the portal you will be required to upload your detailed CV, copies of relevant certificates, e-mail and telephone contacts, names and addresses of three referees. Please do not attach certificates that are not related to the qualifications stated above.
- You will also be required to upload a cover / application letter addressed to “Senior Manager Human Resources, Geita Gold Mining Ltd”. Subject should be “**Coordinator 2 - Drilling & Coreshed Data**”

Application Link:

<https://career5.successfactors.eu/sfcareer/jobreqcareer?jobId=18940&company=AGAp rod>

- If you struggle to apply via the link provided, please head over to our website <https://www.geitamine.com/en/people/> for a step-by-step guide on how to apply for jobs on our recruitment portal (*SuccessFactors*).
- You will be required to present original certificates if you are contacted for interviews.
- Internal Applicants (those currently employed by AngloGold Ashanti) must have their application letter endorsed by their Head of Department (HOD) or Manager once Removed (MoR).

APPLICATION DEADLINE:

- Applications should reach the above on or before **9th May 2022 at 5:30 PM**
- Only shortlisted candidates will be contacted for interviews.

NOTE ON COVID-19 PREVENTION:

- Please note when you are invited for interviews, you will be required to present proof of vaccination against COVID-19 (Covid-19 vaccination certificate) or if you are not vaccinated, please go for a Covid-19 test and obtain a 96 - hour valid PCR Covid-19 negative certificate.
- You are also advised to adhere to all recommended prevention measures including proper wearing of face masks and washing or sanitizing your hands before you are allowed through Geita Gold Mine entry points.

BEWARE OF CONMEN! GGML does not receive money in exchange for a job position. Should you be asked for money in exchange for a job offer or suspect such activity, please report this immediately to our Security Department, Investigation Unit, by calling +255 28 216 01 40 Ext 1559 (rates apply) or use our whistle-blowing channels by sending an SMS to +27 73 573 8075 (SMS rates apply) or emailing 24cthonesty@ethics-line.com or use the internet at www.tip-offs.com

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Position:	Tradesperson 1 - Fitter Mechanics
Contract type & Duration:	Unspecified time contract
Department:	Engineering
Reporting to:	Senior Supervisor - Infrastructure Mechanical
Number of Positions:	One (1)

PURPOSE OF THE ROLE

To provide day to day mechanical maintenance services to the Mine Site Infrastructure including fire pumps, submersible pumps, sewage pumps, site infrastructure mechanical equipment, pipe fittings, HDPE Pipe Welding (But Fusion and Electrofusion), water pumps, bore hole pumps. The role will also involve safe execution of mechanical fittings works including PM Services, Maintenance, Repairs, Breakdowns, and Installation of new and replacement equipment on non-process plant related infrastructures.

QUALIFICATIONS:

- Minimum: VETA Trade Test Certificate Grade One / Level three in Fitter Mechanics
- Added advantage: Diploma / Full Technician in Mechanical Engineering

EXPERIENCE:

- 2 to 3 years working experience as a Fitter Mechanic preferably in Mining Industry, Petrochemical Industry or Breweries.

MAIN OR KEY ACCOUNTABILITIES:

- Learn, understand, and follow AGA Health, Safety and Security Policies and Procedures
- Install, repair, and maintain mechanical equipment in safe and reliable condition
- Service various equipment machines for infrastructure facilities
- Examine all bearings as required.
- Assemble and fit various plant equipment (pumps, valves and pipes) to improve mine site infrastructure performance
- Perform scheduled inspections on pumps and mine site infrastructure systems
- Performs ad hoc maintenance works on pumps and pipe works

ADDITIONAL REQUIREMENTS

- Excellent in Pipe work fittings, HDPE, Steel, PVC pipes and pumps
- Demonstrate Leadership and good teamwork.
- Must be able to solve problems and a commitment to deliver
- Be physically and mental fit and hard working

- Read and interpret Service and Spare parts manuals and make technical drawings
- Computer Literate – Proficiency in Microsoft Office products / Basic Computer Skills
- Be able to work under pressure with zero supervision
- Willing to attend standby and call – out duties.
- Driving Competency with Tanzania Driving License Class B and D
- Be able to carry tasks with minimum supervision
- Be able to understand instructions both in Swahili and English languages

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Application Link:

<https://career5.successfactors.eu/sfcareer/jobreqcareer?jobId=18950&company=AGAp rod>

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Position:	Assistant 1 - Coreshed
Contract type & Duration:	Fixed term contract (1 Year)
Department:	Geology
Reporting to:	Team Lead 2 - Coreshed
Number of Positions:	One (1)

PURPOSE OF THE ROLE.

The role exists to provide labor support to the resourcing and execution team by carrying out tasks as assigned including sampling and support at site coreshed, core yard and remote coreshed for RC, DD, grab sampling and any other support activities including manual work such as core moving and sample disposals.

QUALIFICATIONS:

- At least a Certificate of Secondary Education Examination (CSEE) or Certificate in Geology/mining/mineral processing from recognized institution

EXPERIENCE:

- A minimum of 1 year working experience on exploration or mining environment.
- Experience on geological sampling or other exploration – related fields work.
- General awareness on safety, health and environmental aspect related to exploration fields works and sampling qualities.

MAIN OR KEY ACCOUNTABILITIES:

- Comply with all HSE rules, processes and requirements.
- Prepare sampling implements, bags and labels
- Prepare drilling pad and reclamation
- Undertake sampling of soil, trench, pit, bleg RC, DD, RAB and rock samples
- Provide required assistance on Magnetic Susceptibility determination
- Provide required assistance on Specific Gravity determination
- Carry out core photographing
- Carry out sample weighing and recording
- Undertake sample sorting and storage
- Manually move core and undertake trays labeling
- Always ensure adherence to proper housekeeping rules.

ADDITIONAL REQUIREMENTS:

- Computer skills will be an added advantage
- Physical fitness

- Good communication skills

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Application Link:

<https://career5.successfactors.eu/sfcareer/jobreqcareer?jobId=18941&company=AGAprd>

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