



1. JOB ADVERT: SAFETY ADMINISTRATOR (01 POSITION)

Apply Before: 03/10/2022, 21:00

Bulyanhulu Gold Mine is seeking to recruit Safety Administrator to join our team. The successful candidate for this position is expected to align to the Barrick DNA and drive a change within his team and the business and on a practical note will ensure activities in the mining department are effectively planned and undertaken in a safe and cost effective manner to achieve targets in accordance to BGML Mining Safety Standards, Policies and Procedures.

Reporting to: Safety Coordinator

Duration: Permanent

RESPONSIBILITIES:

- Ensure administration and management of the health & safety management in a section, attends general issues that are received, redirecting queries to members of the health and safety team as required.
- Follow up on Health & Safety training records, assist with course registration, issuing certificates as required.
- Process of accident / incident forms, PTO's, WPI, SLI, inspection and updating spreadsheets, follow up actions as required
- Ensure a timely, accurate and efficient preparation and management of documents, control the numbering, sorting, filing, storing and retrieval of both electronic and hard copy documents produced by the departments.
- Maintain quality assurance of all outgoing documentation, track, transmit and accurately file hard copy and electronic documents.
- Coordinate multi-office and work-sharing information in a timely manner.

- Develop and maintain a comprehensive filing system and computer database / system (ISOMETRIX System) for all documents to be retained in the documentation in a control centre.
- Ensure that department documents are well managed, organizing an archiving system, retrieving documents upon request, and outlining a long-term storage strategy.
- Manage the operation of the document control centre to ensure that all users have the latest version of appropriate documentation in a timely manner.
- Organize and maintain a document control system, team meetings, solve safety issues, coordinate audits, and inspections, track corrective actions and incident data, review important safety documents and other duties that require a high degree of attention to detail.
- Assist in to make improvement and implement required changes relation to health and safety.
- Ensure compliance to applicable codes, legislation and procedures including health and safety
- Responsibly use resources and control expenses to match budgeted controls
- Interact and cooperate with all department members and ensuring support in filling and documenting work-related documents.
- Promote a positive culture of health and safety in the workplace.
- Perform any other duties that may be required from time to time as directed by your supervisor / Manager

REQUIRED QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES:

Qualifications

- Certificate / Diploma in office administration
- Relevant training certification to deliver role requirements
- Three years administration, document control and office work experience
- Any Health and Safety related qualifications
- Valid Driving License

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2. JOB ADVERT: UG SAFETY OFFICER (02 POSITIONS)

Apply Before: 03/10/2022, 21:00

Bulyanhulu Gold Mine is seeking to recruit UG Safety Officer to join our team. The successful candidate for this position is expected to align to the Barrick DNA and drive a change within his team and the business and on a practical note will ensure activities in the mining department are

effectively planned and undertaken in a safe and cost effective manner to achieve targets in accordance to BGML Mining Safety Standards, Policies and Procedures.

Reporting to: Safety Superintendent

Duration: Permanent

RESPONSIBILITIES:

- Lead by example
- Develop the knowledge, skills and abilities of employees and associated personnel in accordance with organization policies and procedures.
- Provide support and Assistant to the site the resolution of safety and env environment issues and champion
- Consistent promotion of organization policies, procedures, and objectives and comply with organization safety reporting standards
- Ensure compliance leading indicators and execution of required leadership interaction with departments
- Continuously improve safety and training culture on the site
- Ensure site associated personnel receive training and assessments that meets the competency requirements of Bulyanhulu systems
- Deliver compliance to training plan / schedules in collaboration with line management
- Co-ordinate and Deliver mobile Equipment, Drilling and Blasting and any other skills training session in line with the Bulyanhulu underground training
- Compliance to the Training and Development related standards operating Procedures. Complete on the job follow u/field assessment as per the safety, Environment, Quality and Training Management Plan
- Establish, develop and coach effective work teams to achieve objectives and targets.
- Provide an effective communication channel with contractors and subcontractors
- Carrying out regular (scheduled and ad hoc) inspection and audit for surface and underground
- Train and coach, the BGML employees team on safety issues
- Attend internal and external meetings and trainings
- Assist management in identification and control of potential major risks exposures using information obtained from daily inspection and visits
- Advise Management and supervisors under health and safety on the development and implementation of the various aspects of safety programs systems and other matters pertaining to the health and safety of employees
- Conduct appropriate on the job training, coaching and monitoring for workforce
- Investigating, monitoring and follow up on recommendations from investigation and ensure actions are completed and implemented.
- Ensuring compliance with all relevant Tanzania Regulations in your area of responsibility.

- Any other tasks and responsibilities as directed by your Supervisor/Manager.

Qualification Requirements

- Certificate IV or similar qualification in workplace Training & Assessment
- Tanzania OSHA – NOSCH Training 1 and 2 Certification
- Minimum 3 years working experience in the same or similar role
- Valid Driving License

Skills, Knowledge, Competences Requirements

- Good communication (oral and written) skills
- Sound knowledge of relevant Standard Operating Procedure
- Sound knowledge of workplace health and safety
- Computer literate skills
- Self-starting and able to work under minimum supervision
- Analysis of data, trends and providing recommendations
- Excellent knowledge of the OHS regulations
- Strong in hazard identification and risk management
- Understanding of safety system and incident root cause analysis
- Qualified to operate all equipment for which training is conducted

Experience Requirements

- 3 Years' Experience in an underground safety & Training Practitioner role

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3. JOB ADVERT – MECHANICAL SPECIALIST (1 VACANCY)

Apply Before 03/10/2022, 21:00

The role is responsible for monitoring, maintaining, repairing, and installation of all fixed plant mechanical equipment to ensure operations are safe, maximizing plant availability through sustainable and cost-effective ways, and minimizing operational risks.

The Bulyanhulu Team is seeking to recruit a Mechanical Specialist to join and grow their team. You will be expected to align to the Barrick DNA and to operate within our mining assets with our best people teams. You will contribute in a safe and cost-effective manner to achieve targets

in accordance with Mine Safety Standards, Policies, and Procedures and ensure daily targets are met. About Bulyanhulu Team

Key Responsibilities

- Responsible for all Shaft Mechanical fixed assets and infrastructure, including but not limited to:
 - Mine Winders, cages, skips, winding ropes, and attachments.
 - Main Centrifugal and Screw Compressors and pipe columns.
 - Main Surface ventilation fans.
 - East & West Refrigeration plants, including BACs.
 - Shaft headgear, surface silos, load-out stations, shaft stations, and vertical shaft infrastructure.
 - Surface mine water ponds.
 - All UG main pump stations, settlers, and mud presses.
 - All UG tips, structures, rock breakers & finger raise chutes.
 - Diesel generators.
 - Surface & UG mechanical workshops.
 - Conveyor belts.
 - Fire hydrants and sprinklers.
 - Lime and flocculent dosing plants.
 - Shaft buildings & structures.
- Ensure all Winder & shaft-related equipment comply with MHSA.
- Planned, coordinate & execute mechanical-related projects and shutdowns.
- Manage PM compliance and prioritize duties towards the maintenance of equipment and services, budget setting and control, contractor management, and quality management.
- Assist the Operation management team in developing an operational plan for the year to support the mine in achieving throughput objectives
- Well experience in planning, controlling, and ensuring availability of spares required, according to the planned maintenance schedule.
- Liaise with the Operation management team regarding daily, weekly, and monthly progress to plan, budget, and employee resources.
- Oversee that all work practices are executed in compliance with legal requirements.
- Oversee the quality of workmanship and conduct regular inspections around the section and the operation.
- Plan daily, weekly, and monthly work requirements and priorities with the operational team.
- Oversee the development of a healthy spirit of co-operation within the section.
- Identify operational priorities within the section that would ensure the optimization of the section's performance
- Allocate multi-task team members to Artisans when required to perform and ensure effective maintenance.
- Oversee that the required material, equipment, spares, and staff are available to achieve the output.

- Ensure all winders, fans, compressors, diesel generators, rock breakers, load outs, pump stations & fridge plants equipment is correctly loaded onto SAP.
- Compile accurate reports on winders, fans, compressors, rock breakers, load-outs, pump stations, fridge plants & BAC's utilization & availability.
- Preparation of periodical reports as requested by management.
- Liaise with other departments and other Engineering & Maintenance sections, and interact with a view to improving the Maintenance Management system and productivity.
- Conform to Mining regulations in regards to statutory inspections and equipment safety certifications.
- Be vigilant of company assets, monitor, report, and action through the appropriate procedures, and activities resulting in the loss, misuse, or misappropriation of company assets.
- Oversee that documents are properly filled in, and the online filing

Qualification Requirements

- Bachelor of Mechanical Engineering
- Engineering Certificate (N6) in the field of Mechanical Engineering
- Experience and competencies needed
- 8 years of experience in a similar or relevant role
- Extensive knowledge of Winders, mine ventilation fans, pump stations, settlers, mud-presses, diesel generators, hydraulic systems, centrifugal & screw compressors, conveyor belts, rock breakers, load-out chutes, liners, and auxiliary equipment.
- At least 5 years of experience with Winders, ropes, shaft load outs, headgear, and vertical Shaft maintenance.
- Ammonia Refrigeration plants knowledge and experience.
- Knowledge and experience of SAP maintenance software will be an added advantage.
- English knowledge both written and verbal
- Experience in a similar job
- A working knowledge of Microsoft Office programs is well regarded
- Good interpersonal and communication skills and a commitment to close teamwork

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