

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:	Clerk 1 – Data Entry.
Contract type & Duration:	Unspecified Time Contract
Department:	Security
Reporting to:	Specialist 1- Investigation
Number of Positions:	One (1)

PURPOSE OF THE ROLE:

The purpose of the role is to work on all data in the investigation and intelligence section, capturing and loading into the security server and designated registers for records including the security systems (iSIMS)

QUALIFICATIONS:

- Certificate of Secondary Education (CSEE) or above
- **GGML is an equal opportunity employer: Female candidates are highly encouraged to apply.**

EXPERIENCE:

- One 1+ years' working experience in data capture in extractive and/or mining industry.
- Working experience in security investigations will be an added advantage.

MAIN OR KEY ACCOUNTABILITIES:

- To capture investigative data into the system and in registers.
- Loading incidents into iSIMS – (Integrated system).
- To properly capture Escrow data to enable fuel reports generation.
- General investigation records keeping for future use.
- To ensure investigation section procedures and other documents are controlled, reviewed and up to date.
- Be exposed on investigation duties for development purpose such as to attend disciplinary hearings, Labour Cases, CMA and Court Cases.
- Identify potential losses.
- Identify potential hazards and record it as such.
- Develop informer network to support the department on crime prevention.
- Information gathering on security related issues onsite and offsite and reporting.
- Relieve other security clerks during leave rotations.
- Compliance with Health and Safety requirements.
- Conduct Risk assessments/ take 5 before work starts.
- Adhere to Security VPSHR and avoid third party injuries and self-injuries.
- Maintain high level of confidentiality on investigation and security records.
- Any other duties as will be assigned by your supervisor related to the role.

ADDITIONAL REQUIREMENTS:

- Report writing skills.
- Good communication skills.
- Good Microsoft office skills
- Good conflict and problem resolution skills
- Strong negotiation skills.
- Ability to work and contribute positively to the team.

MODE OF APPLICATION:

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- You will also be required to upload a cover / application letter addressed to “Senior Manager Human Resources”, Geita Gold Mining Ltd”. Subject should be “**Clerk 1 – Data Entry.**”

Application Link: <https://careers.anglogoldashanti.com/job-invite/23324/>

- 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 **23rd March 2024 at 5:30 PM.**
- Only shortlisted candidates will be contacted for interviews.

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](tel:+255282160140) (rates apply) or use our whistle-blowing channels by sending an SMS to [+27 73 573 8075](tel:+27735738075) (SMS rates apply) or emailing speakupAGA@ethics-line.com or use the internet at www.tip-offs.com

VACANCY



Internal only

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Position:	Supervisor – QAQC
Contract type & Duration:	Unspecified Time Contract
Department:	Geology.
Reporting to:	Controller 2 QAQC.
Number of Positions:	One (1)

PURPOSE OF THE ROLE:

To monitor and conduct all QAQC activities at drilling sites, that includes inspecting and conducting drilling quality control studies as per AGA and industrial best practices, furthermore, to develop and enhance knowledge of drilling and sampling crew with regards to the best practices.

To organize logistics for field programs including drilling quality equipment, consumables, and geological assistants, also to advise and assist on implementing remedial action as required and ensure all work is done in a safe and timely manner at all times by using established safe work procedures and protocols.

QUALIFICATIONS:

- Diploma in geology or equivalent qualifications.
- Possession of a valid Tanzanian driver's license
- Possession of a mining driving permit will be an added advantage.
- **GGML is an equal opportunity employer: Female candidates are highly encouraged to apply.**

EXPERIENCE:

- Preferably 3+ years of working experience in Geology related and QAQC activities (Drilling and sampling)

MAIN OR KEY ACCOUNTABILITIES:

- Plan and Schedule with Controller 2 (QAQC) over the drilling QAQC activities to be conducted on weekly and monthly basis.
- Monitor RC Drilling rigs performance through drilling and sampling studies and analyses and recommends best practice initiatives/remedial measures. These studies not limited to:
 - I. Detailed study of drilling rigs performance on different projects (e.g., penetration rates, grade distribution and mass recovery per project etc....) and drilling contractors' competencies and recommend corrective measures.
 - II. Mass balance and Recovery studies and other QAQC analyses and ensure desired sample recoveries are maintained.

III. When necessary, conduct random sampling of dust emitted on the drilling rigs to deduce amount of fine gold lost and advice on corrective measures.

- Periodically conduct detailed study of sampling splitting methods currently used on site to prove/confirm its reliability.
- Periodically conduct a quality check on RC rigs, by running particle size sieve analysis to ensure the required % passing is maintained.
- Organize all the required equipment and other logistics for drilling quality test works and ensure the equipment is in good working condition.
- Ensure sample collection and labeling at field site is correct, and that problems are identified and rectified according to sampling and QAQC protocols.
- Coach drilling and sampling crew to ensure correct drilling and sampling practices are maintained.
- Ensure all other sampling and drilling activities are conducted at highest standard as per standard operating procedures.
- Conduct Planned Task Observations, Workplace Inspections and CCV's at drilling sites to confirm if drilling and sampling best practices and drilling general operations are maintained and propose remedial actions to rectify deviations.
- Attend contractors' meetings with drilling crew whenever necessary and advice on deficiencies and identified problems and recommended remedial measures.
- Submit duplicate samples from mass balance test works to assay laboratories for quality check and conduct audit trail of Mass Balance Sample B assays from submission to receipt and acceptance of results (QA PASS).
- Generate weekly reports after completion of drilling quality test works.
- Conduct any other drilling and sampling studies as deemed necessary.
- Keep the Resource Evaluation Geologist informed on any QAQC (Drilling) deviances.
- Preparation of weekly and monthly reports and assist Controller 2 (QAQC) in preparation of quarterly and annual QAQC reports.
- Assist as required with assay and Database quality control.
- Assist and support on ad hoc Evaluation related projects as requested by the peers.

ADDITIONAL REQUIREMENTS:

- Computing Skills (MS Word, MS Excel, and PowerPoint)
- Fusion Database knowledge
- QAQC analysis knowledge
- Report Writing Skills

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- You will also be required to upload a cover / application letter addressed to "Senior Manager Human Resources", Geita Gold Mining Ltd". Subject should be "**Supervisor - QAQC.**"

Application Link: <https://careers.anglogoldashanti.com/job-invite/23323/>

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APPLICATION DEADLINE:

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Internal

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Position:	Bench Leader - Trainee
Contract type & Duration:	Unspecified time contract
Department:	Open Pit Mining
Reporting to:	Bench Leader - Mining
Number of Positions:	Three (3)

PURPOSE OF THE ROLE:

Is to learn how to supervise and coordinating mining activities and managing mining equipments and operators according to daily plan and directing these resources to meet the daily plan.

QUALIFICATIONS:

- Certificate of Secondary education or above.
- The incumbent must have a valid Tanzanian driving license.
- **GGML is an equal opportunity employer: Female candidates are highly encouraged to apply.**

EXPERIENCE:

- At least 6 years in open pit mining operations.
- Mining experience in operation with proven competency in mining equipments.

MAIN OR KEY ACCOUNTABILITIES:

- To learn how to control and achieve floor levels and ramp gradients.
- To learn how to control ore losses and dilution during mining.
- To learn how to manage haul roads and underfoot.
- To learn how to Optimize allocation of equipment to ensure productive load and haul.
- To learn how to utilization HME equipment.
- To learn how to communication with other operators and road users by using Two WAY Radio.
- To learn how to give correct instructions to the HME mechanics as to the locations for services.
- To learn how to Plan current and forward activities.
- To learn how to resolve personal issues of team members and refer to the supervisor if need be.
- To learn how to monitor and control loading time and truck cycle time.
- To learn how to control shot break and fatigue.
- To learn how to report incidents immediately to the supervisor.
- Acting as bench leader when supervisors are on leaves.
- To learn how to effective allocation and use of resources to execute Load and Haul activities as per shift plan and as assigned by supervisor.
- To learn how to maintain trucks cycle time during shift end.

- To learn how to report damages to shift supervisors.
- To learn how to provide hand over of outstanding work to the in-coming Excavator operator.
- To learn how to report machine performance against the daily plan, including non-performance and make recommendations for improvement to the supervisor.
- Perform any other related task assign by supervisor.

SAFETY:

- Report incidents immediately to the supervisor.
- Stop work if the working environment / condition is not safe.
- Report any unsafe act or practice done at the working area.

ADDITIONAL REQUIREMENTS:

- Able to work with minimum supervision.
- Positive attitude towards end users and team
- Good communications with end users, services provider, and team
- Self-Motivated
- Committed to work.
- Teamwork and Cooperation
- Attention to Details

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- You will also be required to upload a cover / application letter addressed to “Senior Manager Human Resources”, Geita Gold Mining Ltd”. Subject should be “**Bench Leader - Trainee.**”

Application Link: <https://careers.anglogoldashanti.com/job-invite/23325/>

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- 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 **20th March 2024** at 5:30 Pm
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