

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 Denver, USA. AngloGold Ashanti (AGA) has operations in more than ten countries across four continents. Geita Gold Mining Limited (GGML) is situated in the Lake Victoria Gold fields of Northwestern Tanzania, only about 120 km's from Mwanza City and 20 km's Southeast of the nearest point of Lake Victoria. The company has its main office and operations in Geita, only 5 Km's west of the fast-growing town of Geita, and 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:	Public Relations and Communication Officer
Contract type & Duration:	Unspecified Time Contract
Department:	Sustainability
Reporting to:	Senior Officer - Communications
Number of Positions:	One (1)

GGML is an equal opportunity employer.

PURPOSE OF THE ROLE:

Looking for an outstanding creative candidate who can fully support the functions of the PR and Communications Unit to implement the Company's communications strategy and work plan to ensure that employees and external stakeholders are well informed, involved and enthused about Geita Gold Mining Limited and its initiatives.

QUALIFICATIONS:

- Bachelor's degree in communications, Public Relations, Mass Communications, Marketing, or International Relations.

EXPERIENCE:

- 2 years of experience in Communications and Public Relations work, preferably in extractives industry.

MAIN OR KEY ACCOUNTABILITIES:

- Assist to implement the company PR and communication strategy onsite, delivering on existing channels and creating relevant new ones.
- Assist to deliver communications on our major Corporate Social Responsibility (CSR) projects to external stakeholders.
- Assist to enhance internal communications at the Geita Gold Mine site.
- Assist to support the Head of PR and Communications to timely deliver strategically planned activities including consistent forward planning and regular project plans for high profile corporate priorities.
- Assist in the translation of documents from Kiswahili to English and vice versa.
- Supporting the implementation of events to ensure they run seamlessly and achieve the agreed upon end objectives.
- Assist in the undertaking of any other duties as assigned by departmental superiors.

ADDITIONAL REQUIREMENTS:

- Able to take compelling photography and videography.
- Advanced skills in graphic design.
- Adept use of language in both English and Kiswahili, orally and in writing.

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 “**Public Relations and Communication Officer.**”

Application Link: <https://careers.anglogoldashanti.com/job-invite/25085/>

- 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 **01st October 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

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Position:	Operator 1 - Dump Truck
Contract type & Duration:	Unspecified Time Contract
Department:	Open Pit Mining
Reporting to:	Supervisor – Mining
Number of Positions:	Fifteen (15)

GGML is an equal opportunity employer.

PURPOSE OF THE ROLE:

The purpose of this role is to operate a dump truck in support of mining operations, conduct routine inspections and preventative maintenance on the equipment, and ensure work is carried out according to plan while strictly adhering to safety protocols and practices.

QUALIFICATIONS:

- Completion of Secondary School Education.
- Applicants must have completed a formal driving course and hold a valid certificate from a recognized institution.
- The incumbent must have a valid Tanzanian driving license class C,D,E & F.

EXPERIENCE:

- A minimum of 2-5 years of working experience in Mining or related field.

MAIN OR KEY ACCOUNTABILITIES:

- Take reasonable care to protect his or her health and safety, and that of other persons who may be affected by any act or omission thereof during performance of duty.
- Be proactive in all aspects of operational safety and work as team member within the mining department.
- Perform safety pre-start checks on equipment.
- Report faults in equipment timeously to supervisor or dispatch.
- Comply with standard Operating Procedures and working Practices.
- Haul materials to ore stockpiles and waste dumps.
- Minimize spotting, maneuverings, dumping and refueling times.
- Work collaterally with Excavator operator to ensure trucks are loaded at optimal capacity.
- Demonstrate competency in operating modular according to standards.
- Respond to dispatch requests timeously.
- Always adhere to lawful production instructions.

ADDITIONAL REQUIREMENTS

- Ability to operate and maintain dump trucks safely and efficiently.
- Knowledge of mining safety regulations and procedures.
- Strong attention to detail and awareness of surroundings.
- Ability to perform basic vehicle inspections.
- Ability to follow instructions and work under minimal supervision.
- Physical stamina and endurance for long hours of operation.
- Excellent communication skills.
- Time and Priority Management.
- Interpersonal Skills.
- Field Observational skills.
- Timely decision-making.
- Teamwork and Cooperation.
- An Awareness of Safety Requirements.

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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 "**Operator 1 - Dump Truck.**"

Application Link: <https://careers.anglogoldashanti.com/job-invite/25205/>

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