

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. AGA has operations in more than ten countries across four continents. The mine 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: **Manager – Business Improvement**
Contract type & Duration: **Specified time contract**
Department: **Finance & Supply Chain**
Reporting to: **Managing Director**
Number of Positions: **One (1)**

GGML is an equal opportunity employer.

PURPOSE OF THE ROLE:

To provide leadership towards developing a sustainable business improvement culture within a mine site as well as driving continuous improvement of the business, through development and implementation of effective and efficient business improvement methodologies, tools and processes in line with the company's short- and long-term strategic business and operational objectives and relevant guidelines and frameworks.

QUALIFICATIONS:

- Relevant tertiary qualification.
- Degree in a technical field such as engineering.
- Master's degree in Business Improvement, Business Process Re-engineering or related discipline is an added advantage.

EXPERIENCE:

- 5 - 10 years relevant experience in mining.
- Business Improvement Leadership in the mining environment is an added advantage.
- Substantial experience of successfully delivering organisational redesign and change management programmes.
- Qualification or substantial experience in project management is an added advantage.
- Experience of influencing and gaining buy - in by developing effective relationships.

MAIN OR KEY ACCOUNTABILITIES:

Business Process Improvement:

- Align to Continuous Improvement framework, strategy, and vision by driving Operational Excellence culture throughout the business unit.
- Assume overall accountability for continuous improvement project identification, prioritization, and selection; tracking project results; monitoring project progress and reporting on progress toward business objectives.
- Assist departments to develop the skills and competencies needed to deliver rapid results and understand and manage the wiring for a high performing, continuously improving business
- Source, analyses and evaluate data for applicability and relevance, and to identify trends to inform decision making, and makes recommendations to the GM and Management team on areas where performance improvement is sought.
- Assist departments to deliver KPI results through short and long term ideas, initiatives and improved management practices.
- Assisting departments to establish robust wiring that supports a high performing, continuously improving business.
- Provides recommendations to the GM and Management team on areas where performance improvement is sought.
- Leads a team of business analysts, implementation facilitators as well as collaborating cross-functionally to deliver high quality continuous improvement at site, and ensuring there are effective resources in the respective departments for delivering improvement.

Reporting:

- Monitor, develop metrics and report business process performance against defined KPI's.
- Conduct and maintain weekly/monthly/ quarterly/yearly status reports to key stakeholders whilst also tracking the status of the improvement projects.

Training and Coaching:

- Coach site leadership and BI Team on business improvement processes, tools, techniques and methodologies.

People Management:

- Exercises managerial leadership by ensuring that all direct reports have been properly inducted, adequately trained, demonstrate the required behaviours and possess the necessary skills & knowledge to carry out their roles safely, effectively and efficiently.
- Supports respective departments with the training & coaching on business improvement methodologies, tools & processes including the coaching & training of Implementation Facilitators
- Conducts regular performance reviews of the BI Team resources
- Challenges and develops the BI Team

Safety:

- Model behaviour that is consistent with the AGA Safety Vision and Values.

Change Management:

- Adhere to the company's change management process.
- Engage with relevant stakeholders for potential change impacts and supports the site leadership with change management pertaining to business improvement

ADDITIONAL REQUIREMENTS:

- Ability to lead senior technical specialists.
- Proven leadership experience across multifunctional projects and/or across business departments.
- Ability to build and manage effective project teams, perform effectively within budgetary guidelines and is decisive and confident, with the ability to energize others.
- Demonstrable the ability to lead and inspire individuals and teams, promoting teamwork and supporting personal development.
- Deals with changing and challenging circumstances in an effective, calm and professional manner
- Excellent organisational skills

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 “**Manager – Business Improvement**”

Application Link: <https://careers.anglogoldashanti.com/job-invite/25757/>

- 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 **18th December 2024 at 5:30 PM**
- Only shortlisted candidates will be contacted for interviews.

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Position:	Tradesperson 1- High Voltage Electrical
Contract type & Duration:	Unspecified Time Contract
Department:	Engineering
Reporting to:	Supervisor – UG HV Electrical
Number of Positions:	One (1)

GGML is an equal opportunity employer.

PURPOSE OF THE ROLE:

To effectively manage the electrical maintenance activities at underground operations which includes underground electrical works / water facilities / outside water sources / camp facilities and infrastructure / overhead power lines/power generation / medium voltage tasks / ventilation.

QUALIFICATIONS:

- Certificate of Secondary School Education with VETA Trade Test Certificate Grade one/ Level Three in industrial Electrical.
- Diploma or Degree in Electrical will be an added advantage.
- Must possess Valid Tanzanian Driving License.

EXPERIENCE:

- At least 3 years of experience as High Voltage Electrician, doing troubleshooting and repairs of Underground high Voltage, cable runs, Fan installations, servicing of Drill rig Jumbo and servicing ug pumps.
- Jumbo Sandvik experience is an added advantage.

MAIN OR KEY ACCOUNTABILITIES:

- Performing electrical fault diagnostics on Equipment and other machines to identify faults.
- Repairing electrical faults in jumbos, Solos, cubex starters, flight pumps, stalker pumps and replacing damaged/faulty parts where necessary.
- Performing checks and tests to verify the success of repair work.
- Assembling and installing electrical and electronic systems in the equipment's.
- Preparing time and cost estimates for business unit.
- Performing routine revision and maintenance on the machines.
- Performing checks and tests to verify the success of repair work.
- Works well with all stakeholders, co-operating and coordinating works to ensure that all equipment is optimized and running efficiently.

- Responds promptly to all breakdowns, ensuring that equipment is returned effectively to production, whilst causing minimum disruption to its continuity and without compromising product quality or safety.
- Carries out planned maintenance activities in line with maintenance schedules and helps to develop and maintain schedules in line with requirements.
- Ensures that all equipment processes are fully compliant with organizational and legislative health and safety requirements.
- The post holder will be competent to carry out High voltage task based on project works.
- Previous experience in UG equipment Operational maintenance background desirable.
- The above duties are not exhaustive, and the Company may require you, from time to time and in exceptional circumstances, to carry out further ad hoc duties within your capability and capacity.
- All job descriptions are subject to regular review and the Company reserves the right to make any reasonable adjustments to this job description as required.

ADDITIONAL REQUIREMENTS:

- Sound knowledge on Health, Safety and Environmental issues.
- High voltage electrical knowledge.
- Knowledge of diagnostics tools for electrical fault finding.
- Ability to read electrical schematics and circuit diagrams.
- Ability to carry out/repair electrical wiring and installation.
- Strong manual skills and precision when carrying out repair and testing.
- Problem-solving 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 "**Tradesperson 1- High Voltage Electrical**".

Application Link: <https://careers.anglogoldashanti.com/job-invite/25717/>

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APPLICATION DEADLINE:

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Position:	Tradesperson 2 - UG Plant fitter Mechanics
Contract type & Duration:	Unspecified Time Contract
Department:	Engineering
Reporting to:	Technical Specialist - HV Electrician UG
Number of Positions:	One (1)

GGML is an equal opportunity employer.

PURPOSE OF THE ROLE:

To execute Underground Mining infrastructure maintenance safely and responsibly within the HME UG Engineering (i.e., preventive maintenance, planned jobs, breakdowns, and installation of new /replacement infrastructure equipment).

QUALIFICATIONS:

- Certificate of Secondary School Education with VETA Grade One / Level Three in Mechanic.
- Diploma/Full Technician Certificate (FTC) in Mechanical Engineering.
- Bachelor's degrees in mechanical engineering will be an added advantage.
- Must have Tanzania Driving License Class D and above.

EXPERIENCE:

- At least 1 year working experience in Manufacturing, Mining, or any related similar industry with specific expertise on Centrifugal pumps, submersible pumps, Mono pumps (Oil, slurry & water, Gearboxes, Fans, pump stations and Compressors).

MAIN OR KEY ACCOUNTABILITIES:

- Carry out effective mechanical inspection/repair on Underground equipment during Preventive and routine daily inspections as per work Instructions.
- Carrying out planned and unplanned (breakdown etc.) maintenance tasks in an accurate and timely manner
- Troubleshooting faults and repair equipment as needed
- Work by following ethics and compliance requirements as per "Anglo Gold Ashanti".
- Have honest communication within the team and to all cross functional departments and GGM in general.
- Self-driving on attending equipment break downs at the field & provide feedback to supervisor immediately.
- Report any lost or damaged tooling.

- Ensure the work is performed according to the OEM Requirements.
- Meet work delivery deadline to minimize downtime.
- Reporting and acting on all unsafe conditions.
- Take 5 risk assessments completed with every job executed.
- Independently troubleshoot any fault and provide correct and timely solutions.
- Identifying improvement ideas and discussion with the supervisor and senior supervisor.
- No equipment stoppages/breakdowns due to poor workmanship – measured by % availability and mean time between failures.
- Timekeeping and discipline – report on and be available on time when scheduled/needed and maintain high levels of conduct and discipline.

ADDITIONAL REQUIREMENTS:

- Possession of Basic Trade Skills.
- Able to read, understand, and utilize all plant technical manuals.
- Specialized training on various pieces of equipment as required.
- Computer literacy – Proficiency in Microsoft Office products/Basic Computer Skills.

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Application Link: <https://careers.anglogoldashanti.com/job-invite/25716/>

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Position:	Technician 1 – Air Condition
Contract type & Duration:	Unspecified Time Contract
Department:	Engineering
Reporting to:	Supervisor – Auto Electrical
Number of Positions:	One (1)

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PURPOSE OF THE ROLE:

To do mining equipment maintenance i.e. Preventive Maintenance, Corrective Maintenance and Breakdown work. Should do proper and effective inspection during daily routine inspection as scheduled and recording defects for planning maintenance and adhoc work purpose which will lead to have right schedule time for the tasks during planning meeting.

QUALIFICATIONS:

- Certificate of Secondary School Education with VETA Trade Test Grade One/Trade Test Level Three in Auto Electrical Engineering.
- Full Technician Certificate/ Diploma in Auto Electrical/Electrical/Electronic Engineering.
- Must possess valid Tanzanian Driving license.

EXPERIENCE:

- At least 3 years working experience in Mining Industry worked on different models of Caterpillar machines, O&K RH40/6015 Excavators, RH170/6040 Excavators, Bell trucks, CAT 785 dump trucks, 992K wheel loaders, D10T Dozers.

MAIN OR KEY ACCOUNTABILITIES:

- To ensure effectiveness of the maintenance inspection to the equipment during PM and daily maintenance inspection as per work package.
- Attending breaks down at the field.
- Minimize emergency task and do much of planned task.
- Do CCV inspection together with the supervisor to maintain safety standard all the time.
- Participates and ensure a quality of workmanship to the task execution on daily basis.
- Ensure equipment repairs done according to the OEM standards.
- Demonstrate work behaviors consistently based on company values i.e. Safety, Respect, Integrity, Sustainability, Excellence and Collaboration.
- Engage with execution team participating to planning details to have work done diligently and properly.

- Meet work delivery deadlines to minimize the demand for purpose without exceeding required by date for work completion.
- Ensure & maintain good housekeeping all the time.
- Execute all assigned task in a timely.
- Fully participating in cost controlling by not doing trying and error in fault finding.
- Make sure that equipment's are available and reliable to production team i.e. runs for 48hrs without undergoing same fault.
- Focus on priorities depending on the production need/demands.
- Respond to break down in a timely manner.
- Put up a comprehensive report for the day and make a good hand over to the incoming shift supervisor.

ADDITIONAL REQUIREMENTS:

- Competent in Fault finding and use of Electronics tools for troubleshooting on HME.
- Skilled on auto electrical related jobs.
- Competent on-air conditioner system.
- Computer literacy.

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Application Link: <https://careers.anglogoldashanti.com/job-invite/25718/>

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