

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:	Operator 1- Equipment
Contract type & Duration:	Unspecified time contract
Department:	Process Plant
Reporting to:	Senior Supervisor – Crusher
Number of Positions:	One (1)

GGML is an equal opportunity employer.

PURPOSE OF THE ROLE:

To operate the processing plant (Crushing, Milling, CIL, Elution Circuit) and associated equipment's in a safe, productive, and efficient manner, to maximize plant performance without effecting the environment or health and safety of personnel. The processing operators will be involved in all aspects of mineral processing, including sampling and sample submission.

QUALIFICATIONS:

- Ordinary level of secondary education or above.
- Must have a valid Tanzanian driving license.
- Must have ability drive manual transmission Light vehicles.

EXPERIENCE:

- At least 1 year of working experience in a processing plant, preferably in gold production.
- Previous gold processing plant operational experience (crushing, milling, CIL and Elution) will be an added advantage.

MAIN OR KEY ACCOUNTABILITIES:

- Always act in a manner that seeks to enhance the safety culture and performance of GGM and ensures that the vital behaviours are always adhered to.
- Work safely in all areas, identify potential safety hazards, and work with management to correct hazards.
- Operates, inspects, and monitors (regular sampling and measurement) all processing plant equipment relating to crushing, grinding and gravity, leach, and adsorption (CIL), elution, regeneration kiln and reagents to achieve the highest possible ore recovery.
- Identifying and diagnosing, where possible, items of the plant that require preventative maintenance or repair.
- Monitor the operation of plant and equipment and ensure the safety of other workers.
- Ensuring production activities achieve maximum effective use of the plant and equipment by continual monitoring.

- May operate mobile equipment such as loaders, light duty vehicles, forklifts, Telehandler and utilize hand and power tools.
- Safely isolate processing equipment for planned or unplanned shutdowns
- Immediately report equipment faults to prevent further deterioration.
- Assisting in the development of competencies of other employees where directed.

ADDITIONAL REQUIREMENTS:

- Good knowledge of computer applications
- Fluency in Swahili or English

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 "**Operator 1- Equipment** "

Application Link: <mailto:https://careers.anglogoldashanti.com/job-invite/24487/>

- 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 **27th June 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:	Assistant 2 – Evaluation
Contract type & Duration:	Unspecified Time Contract
Department:	Geology
Reporting to:	QAQC SUPERVISOR.
Number of Positions:	One (1)

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PURPOSE OF THE ROLE:

- The purpose of the role is to conduct sampling and drilling activities related to DD and RC Drilling operations / activities in support of Evaluation Superintendent to achieve the set targets.

QUALIFICATIONS:

- A minimum of Certificate of Secondary Education Examination (CSEE) and /or Certificate/Diploma in Geology

EXPERIENCE:

- Minimum of 2+ years working experience in Geology QAQC/Geomet activities and other Geological related activities

MAIN OR KEY ACCOUNTABILITIES:

- Ensure a safe work environment by adhering to the minimum safety standards e.g. (PPE requirements such as gloves, Safety glasses etc., conducting TAKE 5, participating in Hazard Identification and reporting)
- Sample collection from field and submission to/from assay laboratories/MSPU as per standard operating procedures.
- Ensure sample collection and labelling at field site is correct, and that problems are identified and rectified according to sampling and QAQC protocols.
- Preparation of routine sample submission and the corresponding submission sheets. Record submission details as per standard operating procedure. Ensure timely record Keeping into designated control sheets/books.
- Conduct insertion of appropriate QC materials in all grade control, Resource development and Exploration assay sample submission as per standard operating procedure
- Preparation of barren materials for QAQC programs, that includes collection and submission of materials to assay laboratories for crushing and pulverizing.
- Sort, select and prepare samples for check assay, pulp resubmission, Bottle Roll, Multielement and PXRF Analysis as per Standard Operating Procedure.
- Collect Geomet data as per SOP to achieve the set targets.

- Participate on other Geological, Geomet and QAQC activities as needed.

ADDITIONAL REQUIREMENTS:

- Possession of a valid Tanzanian driver`s licenses will be an added advantage
- Numeracy Skills
- Computer Knowledge (MS Word, Excel etc.)
- Geological / QAQC knowledge

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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 "**Assistant 2 - Evaluation.**"

Application Link: <https://careers.anglogoldashanti.com/job-invite/24383/>

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Position:	Tradesperson 2 - Mechanic
Contract type & Duration:	Unspecified Time Contract
Department:	Engineering
Reporting to:	Supervisor – HME Field Services
Number of Positions:	One (1)

GGML is an equal opportunity employer.

PURPOSE OF THE ROLE:

To do Mining equipment maintenance i.e., Preventive Maintenance, Corrective Maintenance and Breakdown work. Should do as much as possible to have much of planned task and minimize break down work which is very possible by doing proper and effective inspection during daily routine inspection as scheduled and recording defects for planning maintenance and ad hoc work purpose which will lead to have right schedule time for the tasks during planning meeting.

QUALIFICATIONS:

- VETA Trade Test Certificate Grade One or Level Three in Motor Vehicle Mechanics/ FTC in Mechanical or Automotive Engineering.
- Bachelor's degree in mechanical engineering or its equivalent will be an added advantage.

EXPERIENCE:

- A Minimum of 3 years' working experience in Mining equipment's maintenance as a Mechanic on CAT 785C, 16M Graders, D10T Dozers, RH 170, Excavators and other UG equipment's.
- Must have a valid Tanzania driving license.

MAIN OR KEY ACCOUNTABILITIES:

- Doing effective mechanical inspection/repair on the equipment during Preventive and routine daily inspection as per work package
- Self-driving on attending equipment break downs at the field & provide feedback to supervisor immediately.
- Do his best to make sure that break down are minimized and do much of planned works.
- Perform troubleshooting, testing, and adjusting of HME within accepted time frame/ meet MTTR.
- Maintain safety standards and be brother's keeper in the team.
- Works under minimal supervision
- Self-motivated and self-disciplined
- Avoid been conflicts creator within the team.

- Works by following ethics and compliances requirements as per “Anglo Gold Ashanti”.
- Have honest communication within the team and to all cross functional department and GGM in general.
- Understand the company Value that “safety is our number 1 value”.
- Maintain good housekeeping all the time.
- Repair equipment and completion of the report to his/her supervisor.
- Execute all assign task in a timely manner.
- Demonstrate Work behaviors consistent with the company values and work within prescribed boundaries, including required behaviors, company policies, standards, procedures, and legislation requirements.
- Meet work delivery deadlines to minimize the demand for purpose without exceeding required by date for work completion.
- Engage with the work execution team to contribute to planning details from those expected to do the work.

ADDITIONAL REQUIREMENTS:

- Understands safety mechanical & electrical device installed to the machine for keeping equipment health.
- Able to work with minimum supervision.
- Demonstrate a good commitment to deliver.
- Positive attitude towards safety and environment compliance.
- Should be a good team player.
- Must be physical and mentally fit.

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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 2 - Mechanic**”.

Application Link: <https://careers.anglogoldashanti.com/job-invite/24479/>

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APPLICATION DEADLINE:

- Applications should reach the above on or before **26th June 2024 at 5:30 Pm.**
- Only shortlisted candidates will be contacted for interviews.

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Position:	Clerk 1 - Warehouse
Contract type & Duration:	Fixed Term contract (One Year)
Department:	Finance & Supply Chain
Reporting to:	Senior supervisor warehouse
Number of Positions:	Three (3)

GGML is an equal opportunity employer.

PURPOSE OF THE ROLE:

The incumbent will be responsible of controlling daily receiving of the company's stocks, unloading deliveries, stocks verification, transfer, storage, record keeping, and issuing of items, furthermore, to ensure proper arrangement regarding transferring of materials and forwarding the same to satellite Warehouses, handling documents, maintaining stock accuracy as directed by the immediate Supervisor whilst the GGML policy and procedures are well adhered.

QUALIFICATIONS

- Minimum Certificate of Secondary Education (CSEE), Materials Management Certificates
- Must possess valid Tanzanian Driving license.

EXPERIENCE:

- At least 2+ years of experience on Large Scale Warehouse activities.
- Experience in Microsoft Office suite (i.e., Excel, Word, PowerPoint).
- A candidate must have experience on driving Forklift.

MAIN OR KEY ACCOUNTABILITIES:

- To ensure GGML safety standards are well maintained.
- Housekeeping activities as directed by supervisor.
- Confirming the items descriptions and quantities against the GRN (Goods Received Note) and proper handling of materials from Central Receiving Warehouse to Satellite Warehouses; then transporting same to Satellite Warehouses.
- Checking properly the items at staging area in comparison with GRN then binning the same properly
- Picking the items from staging area and forwarding them in the bin locations
- Proper binning, stacking, and storing of material in the Warehouse.
- Able to print pick list from SAP (Systems Applications and Products in Data processing) ERP System, issuing items to end user and posting the issuing slip into SAP.
- Checking the inabilities and reporting same to Supervisor
- Identifying potentials stock-out and reporting to the Supervisor
- Managing daily, weekly, and monthly stock count (cycle count)

- Identifying Non – conforming items and damaged ones and then reporting them to Supervisor.
- Conducting annual stock take as directed.
- Offloading delivery trucks, tallying and confirming deliveries.
- Consignment verification, identifying substandard delivered materials.

ADDITIONAL REQUIREMENTS:

- Self – motivated and can work under minimum supervision.
- Be safety conscious and ability to clean the Warehouse after every work (housekeeping)
- Able to make reasonable decisions.
- Physically fit
- Must have good written and oral communication skills in English Language
- Ability to show initiative and coordination skills and be able to interact with a team.
- Ability to maintain composure under stressful situations and conflicting priorities.

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Application Link: <https://careers.anglogoldashanti.com/job-invite/24462/>

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