



## **INTERNAL AND EXTERNAL ADVERT**

**JOB TITLE** : **PLANT SHIFT SUPERVISOR X2**

**DEPARTMENT** : **CRUSHING AND SCREENING PLANT**

**LOCATION** : **VLAKFONTEIN MINE – MPUMALANGA**

**TYPE OF EMPLOYMENT** : **PERMANENT**

**Job purpose:** The Plant Shift Supervisor has the Legal accountability with a 2.9.2 appointment in terms of the Minerals Act and Regulations. The role of the Plant Shift Supervisor is to provide leadership and direction to Plant employees in the safe achievement of Plant and Production targets as forecast.

### **Minimum Requirements**

- A minimum qualification of NQF Level 4 or Grade 12 certificate .
- National Certificate Mineral Processing Level 2 or equivalent Minerals Processing Qualification Coal Preparation Certificate.
- Diploma/Degree in Metallurgy/Chemical Engineering will be advantageous.
- Valid driver's license.

### **Experience, Knowledge, Skills and Training**

- Minimum 5 years' experience as a Process Section Supervisor.
- Mineral processing experience as well as knowledge and understanding of screening, crushing environment and DMS Plants.
- Plant commissioning experience will be advantageous.
- Familiar with Control Room Protocols and Scada Systems operation.
- English language proficiency.
- Computer literate in MS Office.
- Presentation skills.
- Time management skills.
- Attention to detail.

- Employee Relations and People Management skills.
- Supervisory skills.

## **Main Responsibilities**

### **Health, Safety and Legal Responsibilities**

- Ensure compliance with Vlakfontein Mine Health and Safety responsibilities.
- Identify hazards and risks while performing daily tasks and take preventative measures.
- Comply with provided systems, practices, methods, standards and procedures of the job.
- Comply with legal and operational requirements.
- Visual inspections of working areas are carried out to ensure workplace safety.
- Ensures adherence to the Company's Environmental Management Program and objectives are implemented according to statutory legislation and the Strategic Management Plan.

### **Functional Role**

- Investigate, diagnose problems and breakdowns to determine resource requirements.
- Perform inspections in accordance with the Mine Health and Safety Act regulations and analyse previous shift information.
- Co-ordinate and monitor equipment availability to ensure adherence to production parameters.
- Report equipment efficiencies according to the production requirements.
- Communicate equipment availabilities and changes to relevant stakeholders to minimize production delays.
- Attend to breakdowns immediately to minimize down time.
- Ensure adherence to the specified process parameters within the respective sections.
- Identify causes of spillage in the plant and generate suggestions to eliminate spillages.
- Ensure adherence to Process Standards and Procedures, Plant Task Observation, COP Master File, SHEQ and legislative requirements.
- Continuously monitor production information to ensure the attainment of shift objectives.
- Perform administrative duties to ensure record accuracy and availability.

## **People Management and Training**

- Function as a member of a project and co-ordinate project activities or provide input in terms of project resource allocation.
- Manage subordinates' key performance areas by setting and monitoring performance standards and taking action to correct deviations to achieve the section's objectives.
- Plan and co-ordinate the section's workload and set and adjust individual objectives.
- Prepare Career Development Plans, appraise progress and provide training and coaching to develop subordinates to their full potential.
- Over-inspect subordinates in their daily activities to ensure that organisational standards and requirements are met.

## **Financial**

- Recommends and implement cost saving methods into approved budgets and controls expenditures.

**CLOSING DATE: 09 May 2024.** Please submit a detailed CV with certified copies of your qualifications to: [AERecruitment@aemfc.co.za](mailto:AERecruitment@aemfc.co.za) use the name of the position mentioned above as a subject line.

**Terms and Conditions:** AEMFC retains the right not make an appointment. Correspondence will be with shortlisted candidates only.

Applications received after the closing date will not be considered. If you have not heard from us within 90 days of the closing date, assume that your application was not successful.

Preference will be given to previously disadvantaged groups including those with disabilities, but all candidates shall be assessed against the set criteria.

**NB:** As part of our recruitment process, candidates will be required to undergo Vetting/Security clearance and reference checks.

*In order to consider any application for employment, AEMFC will have to process your personal information. The documents will solely be used for recruitment purposes. The Protection of Personal Information Act, 4 of 2013 (POPIA), provides that when one processes another's personal information such collection, retention, dissemination, and use of that person's information must be done in a lawful and transparent manner.*