

THE DEPARTMENT OF MINERAL RESOURCES

The Department of Mineral Resources (DMR) is an equal opportunity, affirmative action employer and it is the intention to promote representivity in the Public Sector through the filling of this post. Persons whose transfer/promotion/appointment will promote representivity will therefore receive preference. An indication in this regard will be vital in the processing of applications. People with disabilities and women are encouraged to apply.

- APPLICATIONS** : Please forward your application, quoting reference, addressed to: The Director-General, Department of Mineral Resources, Private Bag X59, Arcadia, 0007 or hand delivered to Trevenna Campus, corner Meintjies and Francis Baard Street, former Schoeman. N.B: Faxed and emailed applications will not be considered.
- FOR ATTENTION** : Ms T Sibutha/Ms N Maseko.
- CLOSING DATE** : 17 April 2020
- NOTE** : Applications must be submitted on form Z.83, obtainable from online from DMR Website or at www.gov.za as well as any Government Department. All sections of the Z83 must be completed (In full, accurately, legibly, signed and dated), signed and accompanied by certified copies of qualification(s), Identity Document (certified within the past 3 months); Proof of citizenship if not RSA citizen; a comprehensive CV and three reference persons with the following information: name and contact numbers and indication of the capacity in which the reference is known to the candidate. Where a valid driver's licence is a requirement, a clear certified copy must be attached (also certified within the past 3 months) It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) on application. Failure to submit the copies mentioned above will result in the application being disqualified. All shortlisted candidates for SMS posts will be subjected to a technical exercise(s) that intends to test relevant technical elements of the position, the logistics of which will be communicated by the Department. Following the interviews and technical exercise, the selection panel will recommend candidates to attend a generic managerial Competency Assessment. Note that correspondence will only be conducted with the short-listed candidates. If notification of an interview is not received within three (3) months after the closing date, please regard your application as unsuccessful. Requirements stated on the advertised posts are minimum inherent requirements; therefore, criterion for shortlisting will depend on the proficiency of the applications received. Applicants must note that personnel suitability checks will be conducted once they are short-listed and that their appointment is subject to positive outcomes of these checks, which include security screening, security vetting, qualification verification, criminal records and financial records checks. Reference checks will also be done during the selection process. Applicants who do not comply with the above-mentioned requirements, as well as application received after the closing date will not be considered. If an applicant wishes to withdraw an application, He/ She must do so in writing. The Department reserves the right not to fill an advertised post at any stage of the recruitment process.

OTHER POSTS

- POST 12/20** : **INSPECTOR OF MINES: OCCUPATIONAL HYGIENE REF NO: DMR/20/0002**
- SALARY** : R733 257 per annum (Level 11) (All inclusive package)
- CENTRE** : North West Region (Klerksdorp)
- REQUIREMENTS** : An appropriate NQF Level 6 and a Mine Environmental Control Certificate coupled with 3-5 relevant experience. A valid driver's licence is required; plus the following key competencies: Mine Health and Safety Act and Regulations & Legal Hazard Identification and Risk Management, Public service staff code. Basic knowledge of labour relations and human resources management; High level management, Risk assessment techniques, Conflict resolutions, Planning and organising, Computer literacy, Ability to communicate verbally and in writing in such a way that the image and professionalism of the department is enhanced; Ability to work under pressure.
- DUTIES** : The appointee primary responsibility will be to enforce adherence to the Mine Health and Safety Act. Analyse occupational Hygiene reports, write report and give appropriate instructions for remedial actions to be implemented. Investigate mine related contraventions and complaints as well as analyse mine accidents and trends to determine high risk mines and take appropriate action. Conduct surface, shaft and underground audits and inspections on occupational hygiene matters at mines. Serve on relevant board of examiners. Investigate, consult and provide input on mine closure, prospecting rights, mining rights and permits, EMPs and Township development. Compile report by giving relevant inputs to Head of branch on matters relating to Hygiene in the region inclusive of the status of the Mine. Prepare replies to applications for exemptions, permissions and approvals related to occupational hygiene.
- ENQUIRIES** : Mr J Melembe Tel No: (018) 487 4316
- NOTE** : Appointment will be subjected to a pre-medical examination. Woman, Coloureds, Indians a well as people with disabilities are encouraged to apply.
- POST 12/21** : **INSPECTOR OF MINES: MINE HEALTH AND SAFETY REF NO: DMR/20/0003**
- SALARY** : R733 257 per annum (Level 11) (All inclusive package)
- CENTRE** : North West Region, Klerksdorp
- REQUIREMENT** : An appropriate NQF Level 6 and a Mine Manager's Certificate of Competency (Metalliferous and/or Coal) coupled with 3-5 relevant experience, Plus the following key competencies: Knowledge: Mine Health and Safety Act, Extensive knowledge and experience of both

underground and surface mining. Understanding of the Department's policies aimed at optimal utilization of mineral resource. Basic knowledge of labour relations and human resources management, Skills: High level management. Risk assessment techniques. Conflict resolution, Negotiation, Planning and organizing, Computer literacy, Communication: Ability to communicate verbally and in writing in such a way that the image and professionalism of the department is enhanced, Creativity: Innovative and creative thinking ability, other: Ability to work under pressure.

DUTIES : The appointee primary responsibility will be to enforce adherence to the Mine Health and Safety Act, 1996 (Act No 29 of 1996). Conduct inspections and audits, conduct inquiries and investigation into accidents and incidents. Give inputs on regional action plans to develop strategies required to monitor legal compliance by mines. Give support and assistance in the promotion of health and safety in the mining industry. Play a role in the formulation of health and safety legislation, guidelines and various regulatory mechanism. Participate in tripartite structures and develop strategies towards the promotion of tripartism with the mining industry. Manage information systems. Support and develop a transformation process with the regional office.

ENQUIRIES : Mr J Melembe Tel No: (018) 487 4316
NOTE : The appointment will be subject to a pre-medical examination of fitness and candidates must be in possession of at least a valid driver's licence. Woman, Coloureds, Indians a well as people with disabilities are encouraged to apply.

POST 12/22 : **INSPECTOR OF MINES: OCCUPATIONAL MEDICINE DMR/20/0004**

SALARY : R733 257 per annum (Level 11) All inclusive package)
CENTRE : Free State Region, Welkom
REQUIREMENT : An appropriate NQF Level 6 Diploma in Nursing, Midwifery, Community Health, Occupational Health and Primary Health Care. BA Degree Occupational and Community Health Care. Valid Code 08 driver's license and 3-5 years relevant experience, Plus the following key competencies: Knowledge: Sound knowledge of both Occupational Medical and Nursing discipline. Understanding of MHSA & regulations and directives. Understanding general mining practices and occupational health risks associated with. Knowledge of Petrochemical industry, diving and equipment, Skills: Ability to apply knowledge, researching skills, Good communicator, Have good investigating skills, Must be computer literate, Creativity: Innovative and creative thinking, Ability to work under pressure, Ability to analyse workload and work-related problems, Draft and implement a strategy to ensure improvement, Other: Ability to communicate verbally in writing at all levels, to mine officials and public on the Mine Health and Safety Act as well as matters regarding application for exemptions, permissions and proposed legislation.

DUTIES : Conduct and report on underground, and surface audits and inspections on matters relating to medical surveillance, and other matters relating to mine occupational medicine and take the necessary enforcement action where necessary. Investigate, inquire and report on mine related diseases, contraventions and complaints as well as analyse mine accidents and trends to determine high risk mining operations and take appropriate action. Investigate, consult and provide input on mine closures, prospecting rights, mining rights and permits, EMP's and township development. Provide inputs to regional reports, revision of machinery regulations guidelines and standards. Prepare replies to application for exemptions permission and approvals.

ENQUIRIES : Mr P Nyaqcela Tel No: (057) 391 1371
NOTE : This appointment is subject to pre-medical examination of fitness and candidates must be in possession of valid Code 08 driver's license. Woman, Coloureds, Indians a well as people with disabilities are encouraged to apply.

POST 12/23 : **INSPECTOR OF MINES: OCCUPATIONAL HYGIENE REF NO: DMR/20/0005**

SALARY : R733 257 per annum (Level 11) (All inclusive package)
CENTRE : Free State Region, Welkom
REQUIREMENT : An NQF Level 6 and a Certificate of Mine Environmental Control coupled with 3-5 years appropriate experience in the mining industry. A valid drivers license is required PLUS the following competencies: Mine Health and Safety Act and Regulations & Legal Hazards identification and risk management. Public Service staff code. DMR Policy, Skills: Ability to interpret and apply Mine Health and Safety Act, DMR policy and Staff code, Management skills-planning, Leadership, Organising and Controlling, Report writing and formulation, Good interpersonal relations, Be able to recommend Mining Occupational Hygiene Solutions, Negotiations skills, Budget control and Language proficiency, Computer literacy, Ability to recommend mining engineering solutions, Communication: Ability to communicate verbally in writing at all levels, to mine officials and public on the Mine Health and Safety Act as well as matters regarding types of Mine equipments used in the mining industry, exemptions, permissions and proposed legislation, Creativity: Innovative and creative thinking, Ability to work under pressure, Ability to analyse workload and work-related problems. Draft and implement a strategy to ensure improvement.

DUTIES : Conduct and report on underground, shaft and surface and audits and inspections on the matters relating to occupational Hygiene exposures, stressors and other matters relating to mine occupational hygiene and take the necessary enforcement action where necessary. Investigate, inquire and report on mine related accidents, contraventions and complaints as analyse mine accident and trends to determine high risk mining operations and take appropriate action. Serve on any necessary. Investigate, consult and provide inputs on mine closures, prospecting rights, mining rights and permits. EMP's and township development.

		Provide inputs to regional reports revision of machinery regulations, guidelines and standards. Prepare replies to applications and approval related to occupational hygiene.
<u>NOTE</u>	:	This appointment is subject to pre-medical examination of fitness and candidates must be in possession of valid Code 08 driver's licence. Woman, Coloureds, Indians as well as people with disabilities are encouraged to apply.
<u>ENQUIRIES</u>	:	Mr P Nyaqcela Tel No: (057) 391 1371
<u>POST 12/24</u>	:	<u>INSPECTOR OF MINES: MINE HEALTH AND SAFETY REF NO: DMR/20/0006</u>
<u>SALARY</u>	:	R733 257 per annum (Level 11) (All inclusive package)
<u>CENTRE</u>	:	Free State Region, Welkom
<u>REQUIREMENT</u>	:	An appropriate NQF level 6 and a Mine Manager's Certificate of Competency/A Mining Degree/Diploma/B Tech, Plus the following competencies, Knowledge: Mine Health and Safety Act and Regulations & Legal proceedings, Mine Equipment's such as winders, boilers, plants etc, Human Resource and Labour Relations Act, Understanding of the Department's policies aimed at optimal utilization of mineral resources, Hazards identification and risk management, Skills: Ability to interpret and apply Mine Health and Safety Act, High level of management skills, Ability to identify real problems on accident investigation, ability to interpret and analyse accidents stats, negotiation skills, planning and organizing skills, budget control, computer literacy, Ability to recommend mining engineering solutions, Communication: Ability to communicate verbally in writing at all levels, to mine officials and public on the Mine Health and Safety Act as well as matters regarding types of Mine equipment's used in the mining industry, exemptions, permissions and proposed legislation, Creativity: Innovative and creative thinking, Ability to work under pressure, Ability to analyse workload and work-related problems, Draft and implement a strategy to ensure improvement.
<u>DUTIES</u>	:	Monitor compliance to Mine Health and Safety Act, 1996, including testing and licensing of equipment on mines i.e winders, lifts, chairlifts boilers, and statutory inspections. Investigate Mine related accidents, contraventions and complaints as well as analyse mine accidents and trends to determine high risk mines and take appropriate actions. Conduct shafts, surface and underground audits and inspections on occupational hygiene matters at mines and trends to determine high risk mines and take appropriate actions. Conduct shafts, surface and underground audits and inspections on occupational hygiene matters at mines and give appropriate verbal and written instructions. Investigate, consult and make recommendations to other departments on closure Certificates prospecting rights, mining rights and permits, EMP's and township developments, Where necessary serve on examination boards (i.e Blasting and mine oversee' s certificate. Compile regional reports and give inputs to Head Office on the revision of mining related regulations, drafting of guidelines and standard Directives, instruction, exemptions and permission. Supervise and develop staff.
<u>ENQUIRIES</u>	:	Mr P Nyaqcela Tel No: (057) 391 1371
<u>NOTE</u>	:	This appointment is subject to pre medical examination of fitness and candidates must be in possession of valid Code 08 driver's licence. Woman, Coloureds, Indians as well as people with disabilities are encouraged to apply
<u>POST 12/25</u>	:	<u>INSPECTOR OF MINES: OCCUPATIONAL HYGIENE REF NO: DMR/20/0007</u>
<u>SALARY</u>	:	R733 257 per annum (Level 12) (All inclusive package)
<u>CENTRE</u>	:	Northern Cape Region, Kimberley
<u>REQUIREMENT</u>	:	An appropriate NQF Level 6 and a Certificate on Mine Environmental Control, PLUS the following competencies: Knowledge: Mine Health and Safety Act and Regulations & Legal Hazard Identification and Risk Management Public service Staff Code. Basic knowledge of labour relations and human resources management, Skills: High level management. Risk assessment techniques. Conflict resolutions, negotiation, planning and organising. Computer literacy, Communication: Ability to communicate verbally and in writing in such a way that the image and professionalism of the department is enhanced, Creativity: Innovative and creative thinking ability. Ability to work under pressure. Other: Ability to work under pressure.
<u>DUTIES</u>	:	The appointee primary responsibility will be to enforce and adherence to the Mine Health and Safety Act, 1996 (Act No 29 of 1996). Statistical analysis and conducting inspections on different mines based on the performance and Health and safety statistics prioritising high risk mining. Analyse occupational Hygiene Reports, write report and give appropriate instructions for remedial actions to be implemented. Investigate mine related accident, contraventions and complaints as well as analyse mine accidents and trends to determine high risk mines and take appropriate action. Conduct surface, shaft and underground audits and inspections on occupational hygiene matters at mines and give appropriate verbal or written instructions. Investigate, consult and make recommendation to other department on closure certificates, prospecting rights, mining rights and permits, emp's and township development. Compile report by giving relevant inputs to Head of branch on matter related to Hygiene in the region inclusive of the status of the Mines.
<u>ENQUIRIES</u>	:	Mr T Mateta Tel No: (079) 983 2024/053 807 1735
<u>NOTE</u>	:	The appointment will be subject to a pre-medical examination of fitness and candidates must be in possession of at least a valid code 08 driver's licence. Woman, Coloureds, Indians as well as people with disabilities are encouraged to apply
<u>POST 12/26</u>	:	<u>INSPECTOR OF MINES: MINE EQUIPMENT REF NO: DMR/20/0009</u>
<u>SALARY</u>	:	R733 257 per annum (Level 11) (All inclusive package)
<u>CENTRE</u>	:	Northern Cape Region, Kimberley

<u>REQUIREMENT</u>	:	An appropriate NQF Level 6 and a Certificate of Competency for mechanical or Electrical Engineer Mining or be registered as a Professional Mining Engineer – travelling vast distances and willing to work under extreme temperatures in deep level underground mines. Plus the following competencies: Mine Health and Safety Act and Regulations & Legal proceedings. Mining Engineering e.g Winder, Boilers, Plants etc. Hazard identification and Risk Management Public Service staff Code. Extensive knowledge and experience of both underground and surface mining. Understanding of the Department's policies aimed at optimal utilisation of mineral resources. Basic knowledge of labour relations and human resources management, Skills: High level management. Risk assessment techniques. Conflict resolutions, negotiation, planning and organising. Computer skills, report writing and formulation, Ability to communicate verbally and in writing in such a way that the image and professionalism of the department is enhanced. Be able to recommend mining engineering solutions, Creativity: Innovative and creative thinking ability, other: Ability to work under pressure.
<u>DUTIES</u>	:	The appointee primary responsibility will be to enforce and adherence to the Mine Health and Safety Act, 1996 (Act No 29 of 1996). Conduct inspections and underground shaft and surface audits on plants, structures, track bound, trackless mining equipment and electrical distribution systems. Investigate mine related accidents, contraventions and complaints as well as analyse mine accidents and trends to determine high risk mines and take appropriate actions. Test and license equipment on mines e.g Winders, lifts, chairlifts, boilers and conduct statutory inspections. Conduct oral and written examinations i.e certificate of competency in engineering, onsets certificate and mine overseer's certificate. Investigate, consult and make recommendation to other department on closure certificates, prospecting rights, mining rights, permits, EMPR's and township development. Compile regional reports and participate in the revision of machinery regulations, drafting of guidelines and standards, also participate in tripartite structures e.g MQA/MRAC/SIMRAC.
<u>ENQUIRIES NOTE</u>	:	Mr T Mateta Tel No: (079) 983 2024/053 807 1735
<u>POST 12/27</u>	:	<u>INSPECTOR OF MINES: OCCUPATIONAL MEDICINE REF NO: DMR/20/0009</u>
<u>SALARY CENTRE REQUIREMENT</u>	:	R733 257 per annum (Level 11) (All inclusive package) Eastern Cape Region, Port Elizabeth
<u>DUTIES</u>	:	An appropriate NQF Level 6 in Nursing Science, (General Nursing, Midwifery, Psychiatry and Community Health nursing), Degree in Occupational Health Nursing/equivalent qualification as an additional qualification registered with South African Nursing Council (SANC), 10 years of experience as registered nurse plus a minimum of 5 years of work experience in occupational health setting. Work experience from the mining industry will be an added advantage. Valid SANC membership, PLUS the following competencies: Knowledge of Mine Health and Safety Act, MHSA, OSH Act, ODMWA and other Occupational health related legislations, Sound Knowledge of both Occupational Health nursing and primary health care, Skills: Good communicator, Researching skills, Have good investigating, skills, Problem solving skills, Computer literacy, Communication: Ability to communicate verbally and in writing at all levels to mine officials and public, Creativity: Ability to analyse workload and work-related problems and to draft and implement a strategy to ensure an improvement, Other: Health and safety hazards /risks recognise and respond, Ability to apply MHSA, Health and of sound psychological health.
<u>DUTIES</u>	:	Conduct and report on underground, and surface audits and inspections on matters relating to medical surveillance, and other matters relating to occupational medicine and take the necessary enforcement action where necessary. Ensure the investigation of and reporting of mine relating diseases, contraventions and complaints as well as analyse regional mine disease trends to determine high risk mining operations and take appropriate action. Provide inputs to regional reports, revision of medical regulations, guidelines and standards related to occupational medicine. Collection of occupational medicine statutory data on monthly and annual basis from the mines. Do quality check on occupational medicine statutory data submitted by the mines. Participate at tripartite forums and other occupational health related forums.
<u>ENQUIRIES NOTE</u>	:	Mr T Doyle Tel No: (041) 4036607 Applicants must be in possession of a valid SANC membership certificate. Computer Literacy and ability to work under pressure. These appointments will be subject to a pre-placement medical examination of fitness. Candidates must be in possession of a valid Code 08 driver's license). Applicants must be willing to travel extensively.