

Internal & External Vacancy



Position	Shift Boss (2 - Year Fixed Term Contract)
Department	Horizontal Development, Undercut & Drawbells – Mining Services
Grade	C5

The Shift Boss will be responsible for ensuring that each crew member contributes to sustaining an operation that produces tonnage safely, on schedule and at planned cost.

Key responsibilities will include:

- Planning, operating, and controlling the various processes as per schedule and maximising productivity by effective utilization of resources.
- Carrying legal responsibilities in terms of MHSA.
- Spending time in the section, monitoring the execution of work planned.
- Monitoring consumables usage and ensure appropriate stock levels.
- Identifying equipment issues and opportunities for improvements.
- Monitoring crew members work behaviour to ensure compliance with tasks planned.
- Preparation and handover for on-coming crew and update shift reports.
- Providing and maintaining a training plan for each crew member, taking cognisance of each individual's strengths and weaknesses.
- Implementation and monitoring of Safe Work standards.
- Ensuring compliance to SHEQ standards and procedures.
- Suggesting equipment, systems and cost reduction improvements on a continual basis.
- Administering all Human Resource related functions.

Intrinsic Qualities:

- Demonstrated safety leadership.
- Demonstrated commitment to safe work practices.
- Ability to deliver above target performance.
- Ability to work in a team environment.
- Ability to implement change and maintain improvements.
- Good verbal communication skills.
- Ability to lead and control an operational team.
- Willingness to work shifts in an underground environment.

Qualifications & Experience:

- Matric.
- Underground Blasting Certificate
- Mine Overseer's Certificate of Competency will be advantageous.
- Extensive experience in Underground Mining Operations.
- Previous supervisory experience.
- Relevant supervisory training course (i.e. Supervisor 2.9.2).
- Knowledge and use of Dispatch system will be advantageous.
- Computer literate (Excel, Word, PowerPoint and SAP).

Internal applications must be made on internal application forms (CV attached) and delivered to the Human Resources Services. External applicants: A detailed curriculum vitae and copies of qualifications must be forwarded to e-mail: Application.Palabora@palabora.co.za
Note: SAPS certified copies only.

External candidates: if you do not hear from us within 21 days, consider your application unsuccessful.

CLOSING DATE: 08 March 2023

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