



ZAMBIA GOLD COMPANY LIMITED

Zambia Gold Company Limited (Zambia Gold) was incorporated on 10 January 2020. Zambia Gold (the 'Company') is co-owned by ZCCM Investments Holdings Plc with a 51% stake and the Ministry of Finance owning the remaining 49% stake. Zambia Gold is mandated to lead the development of the gold sector in Zambia by undertaking commercial activities for the benefit of all stakeholders. In order to achieve this objective, Zambia Gold Company will broadly undertake the following activities:

- i) Acquire exploration licences and carry out mineral exploration with a focus on gold (either directly or in partnership with other entities)
- ii) Develop and operate mines for gold and other precious minerals
- iii) Refining, grading, producing, cutting and processing of gold and other precious minerals
- iv) Buying and selling of gold and other minerals
- v) Support artisanal mining operations and transforming these into commercially viable activities
- vi) Pursue value addition opportunities in the precious metals sector

In order to achieve this mission, the Company invites applications from suitably qualified and experienced individuals who are innovative, energetic and performance driven to fill the following positions:

1. Civil Engineer X 1

Location : Lusaka
Department : Mining
Report to : Manager Engineering Services

Job Purpose

To handle all matters relating to civil engineering construction and maintenance in the company. Maintain at all times high standards of Safety and Environmental management expected for the operations.

Main duties

- a. Develop a detailed operational plan relating to civil works for the Company
- b. Attend to all new civil engineering construction works and designs (roads, buildings, water dams, tailings dams, drainages etc.)
- c. Attend to all civil engineering faults and repairs.
- d. Carry out preventive maintenance of all civil engineering works in the company.
- e. Ensure that materials required for civil engineering works are available.
- f. Initiate procurement of required civil engineering materials for both new and old projects on site.
- g. Carry out all new installations and modifications of civil engineering works as directed by the supervisors.
- h. Ensure that any work is carried out in a safe and environmentally friendly manner.
- i. Ensure that all equipment relating to civil engineering works are in good operating state
- j. Compile weekly, monthly, quarterly and annual civil engineering status reports.

Qualifications and experience

- a. **Professional Qualifications**
Full Grade 12 Certificate
Bachelor's Degree Civil Engineering or its equivalent
Master Degree in a relevant field will be an added advantage.
Professional membership
- b. **Minimum Relevant Pre-Job Experience:**
7 years' experience in a similar position.
- c. **Skill Specifications:**
Sound mathematical, scientific and IT skills
Excellent verbal and written communication skills
Ability to work to deadlines and within budget

Problem solving skills

Ability to maintain an overview of entire projects while continuing to attend to detailed technicalities

Complete knowledge of relevant legislation

Negotiating, supervisory and leadership skills

d) **Other Attributes (Personality Traits)**

Creativity

Persuasive

Pleasant

e) **Valid Driver' s license**

2. Safety Officer X 1

Location : Mwinilunga

Department : Mining

Report to : Project Manager

Job Purpose

To undertake work place activities to ensure that workers comply with company policies, procedures and government safety regulations and maintenance of Health and Safety Management System (HSES) records in order to facilitate decision making.

Main duties

- a. Developing and implementing safety policies to reduce accident-related cost and prevent losses due to a decline in productivity
- b. Conduct safety inspections.
- c. Conduct safety training, coaching/induction.
- d. Conduct risk assessments.
- e. Conduct monthly safety meetings.
- f. Prepare Safety Topics (Daily, weekly and monthly).
- g. Investigate incident/accident/RCAT.
- h. Ensuring compliance with the Occupational Safety & Health Administration, commonly known as OSHAs and other relevant regulations.
- i. .
- j. Supervise sub-contractors in issues pertaining to HSES
- k. Compile weekly , monthly, quarterly and annual civil engineering status reports

Qualifications and experience

- a. **Professional Qualifications**
Full Grade 12 Certificate
Diploma in Occupational Health and Safety Management Systems or its equivalent
Degree in a relevant field will be an added advantage.
Professional membership
- b. **Minimum Relevant Pre-Job Experience:**
More than 5 years' experience in both mining or construction industry
- c. **Skill Specifications:**
Excellent verbal and written communication skills
Computer skills
Problem solving skills
Supervisory and leadership skills

- d) **Other Attributes (Personality Traits)**
 - Deep appreciation of mining regulations
 - Persuasive
 - Pleasant

- e) **Valid Driver' s license**

3. Assistant Security Officer-General Duties X 12

Location : Mwinilunga
Department : Human Resources
Report to : Security Officer-General Duties

Job Purpose

To provide and deliver efficient and quality security by protecting company property, employees, visitors and contractor employees.

Main duties

- a. Coordinate preliminary investigations of all crimes, or any losses incurred by the Company, Staff and Clients.
- b. Provide physical means of protecting staff and property and should be very alert for proper guarding against thefts, pilferage, accidents and intruders.
- c. Maintain all the key register properly and shall secure the keys properly in a designated safe place.
- d. Maintains and updates all the documentations on a daily basis
- e. Conduct internal patrols during the tenure of duty.
- f. Allocate duties to hired security Guards and ensuring that the guards are aware of their post and site instructions
- g. Ensures that the search of baggage of employees, visitors and motor vehicles is carried out effectively.
- h. Maintain the visitors register properly.
- i. Maintain all security devices and products in good condition
- j. Prepare and submit daily security reports

Qualifications and experience

- a. **Professional Qualifications**
Full Grade 12 Certificate
Certificate in Security (Police or Military) or its equivalent
Relevant tertiary qualification will be an added advantage.
Professional membership
- b. **Minimum Relevant Pre-Job Experience:**
6 years' experience in a similar position.
- c. **Skill Specifications:**
Verbal and written Communication skills
Computer skills
Critical thinking skills

d) **Other Attributes (Personality Traits)**

Honesty and integrity

Sober character

Physical stamina

Teamwork

Courage

Morality

Appreciation of the Zambian Laws

Persuasive

Pleasant

4. Assistant Security Officer-Investigations X 2

Location : Mwinilunga
Department : Human Resources
Report to : Security Officer-Investigations

Job Purpose

Provide expert evidence regarding complex site investigations of fraud and theft related incidents.

Main duties

- a. Prepare and present investigation enquiries to management
- b. Prepare and present docket enquiry files for Zambian Police Service as directed by the Investigations Superintendent
- c. Investigate incidents and occurrences as directed by the company Investigation Superintendent or Security Manager
- d. Call handling and initial response to reports of breaches of the company procedures or code of conduct
- e. Criminal Court attendant in relation to enquiries and investigations undertaken on behalf of the company.
- f. Attend to crime scenes relevant to the company`s business in Zambia
- g. Investigate white collar and syndicate crime affecting the company`s operations in Zambia
- h. Maintenance of Security incidents and investigation records.
- i. Loading of all statements, documentation, exhibits and photographs onto PPM 200.
- j. Compile and gather evidence

Qualifications and experience

- a. **Professional Qualifications**
Full Grade 12 Certificate
Certificate in Security (Police or Military) or its equivalent
Diploma in investigations, law or any discipline in social Sciences/Commercial field
Professional membership
- b. **Minimum Relevant Pre-Job Experience:**
A minimum of at least 7 years' experience in a reputable organisation with a criminal investigation bias or forensic knowledge.
- c. **Skill Specifications:**
Verbal and written Communication skills
Computer skills
Critical thinking skills

d) **Other Attributes (Personality Traits)**

Honest and integrity

Sober character

Appreciation of the Zambian Laws

Persuasive

Pleasant

e) **Valid clean Driver' s license**

5. Excavator Equipment Operator X 2

Location : Mwinilunga

Department : Mining

Report to : Shift Supervisor

Job Purpose

Safe operations of Excavator Equipment and perform other duties at Kasenseli Gold Project Mine Site as need may arise. Maintain at all times high standards of Safety and Environmental management expected for the

Main duties

- a. Loads ADT's (Articulated Dump Trucks) in a safe and productive manner as per operating standards.
- b. Completes correct pre-start checks and correct start up procedure on excavator.
- c. Maintains safe and clean working area of loading bays.
- d. Maintains housekeeping standards on the excavator.
- e. Carry out other projects work at Kasenseli Gold Project as directed by the supervisors.
- f. Co-ordinates excavator moves in a safe and productive manner.
- g. Selectively mine required material as per Supervisor instructions.

Qualifications and experience

- a. **Professional Qualifications**
Pfeably full Grade 12 Certificate
RTSA Code B Driving Licence or Heavy equipment certificate from recognised institution is desirable
Experience in excavating in rocky terrain will be added advantage.
- b. **Minimum Relevant Pre-Job Experience:**
6 years work experience in mining industry or any other operations
- c. **Skill Specifications:**
Good Communication skills.
Knowledge of Health and Safety rules.
Reliable, Team player, self-starter and self-supervisor.
- d) **Other Attributes (Personality Traits)**
Honest
Integrity
Persuasive
Pleasant

6. **Articulated Dump Truck Equipment Operator X 1**

Location : Mwinilunga

Department : Mining

Report to : Shift Supervisor

Job Purpose

Safe operations of ADT Equipment and perform other duties at Kasenseli Gold Project Mine Site as need may arise. Maintain at all times high standards of Safety and Environmental management expected for the operations.

Main duties

- a. Operates the ADT (Articulated Dump Truck) in a safe and productive manner as per operating standards.
- b. Completes correct pre-start checks and correct start up procedure on the ADT.
- c. Obeys haul routes speed limits and minimises spillages on haul routes.
- d. Maintains housekeeping standards on the ADT.
- e. Carry out other projects work at Kasenseli Gold Project as directed by the supervisor.
- f. Should be able to effectively reverse in tight and steep areas when loading and tipping.

Qualifications and experience

- a. **Professional Qualifications**
Pefeably full Grade 12 Certificate
RTSA Code B Driving Licence or Heavy equipment certificate from recognised institution is desirable
Work experience in rocky terrain will be added advantage.
- b. **Minimum Relevant Pre-Job Experience:**
6 years work experience in mining industry or any other operations
- c. **Skill Specifications:**
Good Communication skills.
Knowledge of Health and Safety rules.
Reliable, Team player, self-starter and self-supervisor.
- d) **Other Attributes (Personality Traits)**
Honest
Integrity
Persuasive
Pleasant

Zambia Gold Company Limited provides equal employment opportunities to all Zambians on merit without discrimination on the basis of age, gender, colour, tribe, disability, or religion.

Interested, suitably qualified and experienced persons should send their application together with certified copies of Academic and Professional certificates; a detailed Curriculum Vitae with traceable references and copy of the NRC should reach the undersigned not later than Friday, **23rd July, 2021.**

Only shortlisted candidates will be responded to.

**Head Human Resources and Administration
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LUSAKA**

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