



# STAMIGOLD COMPANY LIMITED

Plot No. 417/418 United Nations road  
**BIHARAMULO MINE**

Tel.: +255 (0) 22 2152717/3  
Fax.: +255 (0) 22 2153519  
E-mail: [info@stamigold.co.tz](mailto:info@stamigold.co.tz)

*A Subsidiary of STAMICO*

P.O. Box 78508  
Dar es Salaam  
TANZANIA

## EMPLOYMENT OPPORTUNITIES

STAMIGOLD Company Limited – Biharamulo Mine is a subsidiary company of the State Mining Corporation (STAMICO) operating a gold mine. The Mine is located in the Biharamulo Forest Reserve, South West of Mwanza in Kagera Region. In order to run the mine effectively and efficiently, the Company invites applications from qualified Tanzanians to fill the existing vacancies as detailed below: -

Work Station: Biharamulo Mine Site  
Contract Duration: Two years, subject to renewal

### Accounts Officer (02) Posts

#### Duties and Responsibilities

- Participates in preparation of final accounts and bank reconciliation statements;
- Ensures that final accounts or bank reconciliation statements are timely prepared;
- Prepares payroll computations and reports;
- Assists in the preparation of periodic income reports;
- Assists in carrying out regularly bank reconciliation;
- Ensuring that statutory payment and all deductions are remitted to respective authorities and properly accounted for;
- Performing other related duties as assigned by the superior.

#### Core Competence

- Effective communication;
- Able to work under pressure with minimum supervision;
- Able to complete tasks in a timely manner at desirable standards;
- Able to promote safe work practice at work place.
- Demonstrated track record of integrity and honesty;
- Experience in the mining Industry will be an added advantage.

#### Minimum Qualifications

- Holder of Bachelor in Accounting and Finance/ B.com/or Related field;
- Possession of Master Degree in Finance or Accounting will be an added advantage;
- Must be computer literate;
- Experience in the similar field will be an added advantage.

### **MODE OF APPLICATION**

- All interested Tanzanian are invited to send their applications with detailed current curriculum vitae(CV), and academic qualifications;
- Applicants shall write the position they are applying on the second side of the Envelop;
- All applications shall reach the designated person below by the means of Postal Address not later than 16<sup>th</sup> March 2022.

The Mine General Manager,  
Stamigold Biharamulo Mine,  
P.O. Box 103,  
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Work Station: Biharamulo Mine Site  
Contract Duration: Two years, subject to renewal

## Procurement Officer (01) Post

### Duties and Responsibilities

- Prepares Price Quotations and Selection Sheets;
- Maintains a register of all contracts awarded annually;
- Coordinates the procurement and disposal activities of all the departments of procuring entity;
- Prepares other procurement reports as may be required from time to time;
- Collects and keeps procurement statistics;
- Registers requests for procurement from users;
- Dispatches invitation of stocks;
- Coordinates inspection team for carrying out inspection of goods received to ensure conformity to quality;
- Follows up overdue orders from suppliers;
- Performs any other duties as may be assigned by the immediate supervisor.

### Core Competence

- Effective communication;
- Able to work under pressure with minimum supervision;
- Able to complete tasks in a timely manner at desirable standards;
- Able to promote safe work practice at work place;
- Demonstrated track record of integrity and honesty;
- Experience in the mining Industry will be an added advantage.

### **Minimum Qualifications**

- Holder of at least a bachelor degree in procurement and logistics management, related field or its equivalent from a recognized institution who has been Certified as Supplier Professional (CSP) or CPSP;
- Must be computer literate;
- Familiarity with TANEPS will be an added advantage.

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Work Station: Biharamulo Mine Site

### Metallurgist (01) Post

#### Duties and Responsibilities

- Undertakes pilot test to determine optimum flow sheet;
- Directs and manages mineral extraction and beneficiation processes;
- In collaboration with the mechanical engineer recommends suitable mineral processing machines;
- Plans, organizes and supervises the extraction of metallic or non-metallic minerals from the ore;
- Monitors the operational conditions of the various processes and the flow of material through the mil;
- Monitors and controls the mine feed, operating parameters (such as grinding conditions) and the addition of chemical substances to ensure that maximum amounts of mineral is extracted from the ore, and a stable and quality concentrate is created;
- Conducts on-site testing and research to identify ways to improve systems;
- Provides troubleshooting support to improve operational efficiencies;
- Works cooperatively with other departments, supply chain and mine management to optimize production, reduce costs, solve problems and meet deadlines;
- Supervises operators (Technicians) and assist Manager in building an efficient work force;
- Prepares daily shift reports on Standard forms, record equipment failures;
- Performs any other duties as may be assigned by the immediate supervisor.

#### Core Competence

- Effective communication;
- Able to work under pressure with minimum supervision;
- Able to complete tasks in a timely manner at desirable standards;
- Able to promote safe work practice at work place;
- Demonstrated track record of integrity and honesty;
- Experience in the mining Industry will be an added advantage.

### **Minimum Qualifications**

- Holder of Bachelor Degree in Mineral Processing, Metallurgy or related field from recognized institution from a recognized Institution.
- Must be computer literate.

### **MODE OF APPLICATION**

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Work Station: Biharamulo Mine Site

### Emergency Response Officer (01) Post

#### Duties and Responsibilities

- Promotes STAMIGOLD safety culture in the team;
- Advises the Supervisor in matters relating to Emergency response activities and assists with the implementation of the relevant programs;
- Conducts Portable Fire extinguishers at Surface and Underground;
- Facilitates and trains basic firefighting training course to all employees;
- Establishes, develops and trains emergency response teams to deal with any emergency situation;
- Conducts Hydrant and Hose reel inspection on Monthly basis;
- Updates ERT members' log books and arranges for appropriate annual medical examinations;
- Updates and maintains the Mine Rescue Data Base as instructed by the Supervisor;
- Conducts Monthly Rescue Equipment checks and provides reports;
- Identifies and improves areas of weakness in Mine Rescue section;
- Conducts service, refill and recharge all Fire extinguishers on Site;
- Assists Preparing Mine Rescue Monthly reports;
- Maintains cleanliness of all ER Equipment weekly;
- Makes follow up on all Periodic Maintenance (PM) for all ER Equipment.
- Conducts Aerodrome activities;
- Assists Safety or any Training Personnel in developing presenting/Facilitating Safety training programs;
- Assists Safety or any Training Personnel in developing presenting/Facilitating Safety training programs;
- Performs any other duties as may be assigned by the immediate supervisor.

#### Core Competence

- Effective communication;
- Able to work under pressure with minimum supervision;
- Able to complete tasks in a timely manner at desirable standards;
- Able to promote safe work practice at work place;
- Demonstrated track record of integrity and honesty;
- Experience in the mining Industry will be an added advantage.

### **Minimum Qualifications**

- Form four level of education with training on the relevant discipline with at least three (3) years working experience;
- Higher qualifications in discipline of either Public Health, Occupational Nursing, Occupational Medicine, Ergonomics/biotechnology, Environmental Science, Environmental Engineering or related field obtained from a recognized Institution will be an added advantage;
- Certificate IV on assessment and training;
- OSHA - NOSA/NEBOSH Certification will be an added advantage
- Must have defensive driving skills;
- Must have HAZMAT Certification;
- Must have a valid Tanzanian National Driving Licenses of more than 5 years after obtaining training from recognized institution;
- Must be computer literate.

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Work Station: Biharamulo Mine Site

### CCTV Operator (02) Posts

#### Duties and Responsibilities

- Ensures the necessary programs are functioning and reports all incidences on time as they occur;
- Ensures that no any security member is in possession of private fire arm or traditional weapon while on duty;
- Conducts the daily checks of external and internal operating systems;
- Detects and ensures no loss of product takes place inside the Process Plant;
- Utilizes all available CCTV equipment to detect theft of product
- Reports and records in a daily log all breaches and suspicious activities in accordance with SBM operational procedures;
- Assists and advice on the development of CCTV procedures and equipment;
- Performs any other duties as may be assigned by the immediate supervisor.

#### Core Competence

- Effective communication;
- Able to work under pressure with minimum supervision;
- Able to complete tasks in a timely manner at desirable standards;
- Able to promote safe work practice at work place;
- Demonstrated track record of integrity and honesty;
- Experience in the mining Industry will be an added advantage.

#### Minimum Qualifications

- Holder Secondary Certificate and Technical certificate in IT or related field from a recognized Institution with at least three (3) years of experience.
- Possession of basic security training from recognized authority or Higher qualification from learning institutions will be an added advantage.
- Must be computer literate.

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Work Station: Biharamulo Mine Site

### Security Officers (04) Posts

#### Duties and Responsibilities

- Prevents and detects of crimes;
- Protects personnel and company assets;
- Ensure safety and security in assigned post
- Searches personnel, vehicles and machines in areas of his/her responsibility
- Reports of intruders into restricted areas;
- Communicates any regularities to CCTV/Security control and shift supervisor
- Secures of found properties;
- Responds to security alerts and emergencies
- Escorts visitors and vehicles entering process plant or any assigned area
- Ensures that only authorized personnel gain access to restricted areas;
- Serves as the in-charge of a squad of Security Guards once instructed to do so;
- Performs any other duties as may be assigned by the immediate supervisor.

#### Core Competence

- Effective communication;
- Able to work under pressure with minimum supervision;
- Able to complete tasks in a timely manner at desirable standards;
- Able to promote safe work practice at work place;
- Demonstrated track record of integrity and honesty;
- Experience in the mining Industry will be an added advantage.

#### Minimum Qualifications

- Holder of Secondary Education Certificate and any formal security training with at least three (3) year working experience in Military or security guard;
- First Aid Certificate or First Aid Training from a recognized Institution will be an added advantage;
- Having a valid driving license will be an added advantage.

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Work Station: Biharamulo Mine Site

### Maintenance Planner (01) Post (Re-advertised)

#### Duties and Responsibilities

- Orders, receives and supervises required material to assist maintenance activities.
- Plans and arranges activities related with equipment maintenance to enhance equipment and plant availability and competence supporting site production supplies;
- Coordinates machine/plant shutdowns to attain all essential schedules;
- Executes modification in maintenance records and key equipment with significant spares during setting apt reorder levels along with quantities;
- Prepares daily Maintenance KPI' report as per SBM standard and procedures;
- Prepares weekly and monthly reports related with maintenance activities conducted;
- Keeps records of the maintenance activities conducted past for further observation;
- Performs any other duties as may be assigned by the immediate supervisor.

#### Core Competence

- Effective communication;
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- Able to promote safe work practice at work place;
- Demonstrated track record of integrity and honesty;
- Experience in the mining Industry will be an added advantage.

#### Minimum Qualifications

- Holder of FTC or Diploma in Mechanics or related field from recognized Institution with at least three (3) years working experience. Higher qualifications will be an added advantage;
- Must be computer literate.

### **MODE OF APPLICATION**

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