

Universal Coal Development IV (Pty) Ltd - New Clydesdale Colliery is an underground and opencast mine situated in Kriel, in the Mpumalanga Province. We are looking for a suitably qualified candidate to occupy the following position:

INTERNAL/EXTERNAL ADVERTISEMENT

Vacancy	Engineering Planner
Job Grade	Paterson Grade C-Lower
Employment Type	Permanent
Reports to	Section Engineer
Reference	NCC/EP/2024

PRIMARY PURPOSE: The primary purpose of the job is to ensure the safe, efficient and cost controlled execution of the mine and project plan through management, contribution to and delivery of timely short-time mine planning and scheduling outputs.

KEY PERFORMANCE AREAS:

- Developing and application of the planning system to any of the available programs.
- Planning and scheduling the mandatory inspection for Engineers, millwrights, plumbers, and welders.
- Planning and scheduling of the statutory Equipment service and maintenance on all engineering equipment.
- Logging and planning for reported deviation from another department.
- Logging and reporting of the closed-out deviation and giving feedback to the relevant personnel affected by such repaired deviation.
- Planning and scheduling of employee technical training and refresher training to ensure that the employee training matrix is always up to date.
- Planning and scheduling of Engineering COP and SOP reviews.
- Logging all engineering inspections done by engineers, millwrights, plumbers and welders and any other departmental personnel.
- Generate planned and breakdown work orders as per the system developed by the planner.
- Draft technical scope and work instruction in consultation with the engineer, millwright, plumbers, and welder and facilitate technical evaluation and follow up on procuring of services and spares.
- Inventory management stock level monitoring and expedite for spares.
- Take minutes and generate an action plan for engineering meetings.
- Recording and filing of, Reported stop and fix, Engineering PTO, and Risk assessment.
- Ensuring that the engineering department comply with the requirements of the following stakeholders: NCC safety standards and documentation, Insurance (MARSH), ISO, DMRE, and DWS.

MINIMUM REQUIREMENTS, QUALIFICATIONS AND EXPERIENCE:

- Diploma in Electrical/Mechanical Engineering or equivalent.
- At least 3 years' experience in the related field in the mining industry (plant, underground and open cast).
- Trade Test.
- Computer Literacy.
- Strong organisation and planning skills.
- High standard of interpersonal and communication skills.
- Valid driver's license.
- Must be medically fit and pass a medical examination as required.

HOW TO APPLY:

Send your updated CV including certified copies of qualifications and ID copy to ncc.jobs@universalcoal.com
Applicants are required to state the reference number of the position they are applying for on the email subject.

Additional information: Preference will be given to internal candidates and suitably qualified candidates from the designated groups in line with the Company's Employment Equity Policy and Plan. Pre-screening, profile testing, medical fitness assessment and security clearance form part of the recruitment and selection process.

Due to the large number of applications we envisage receiving, only shortlisted candidates will be contacted. Should you not hear from us within 30 days after closing date, please consider your application unsuccessful.

Fraud Alert:

NCC will never ask for money transfers or payments from applicants to secure a job.

Report fraud and corruption through the following methods: online www.behonest.co.za, Toll free number 0800 212 754, WhatsApp number 0860 004 004 and E-mail universalcoal@behonest.co.za

Closing Date: 29 March 2024