



ZIMBABWE

MINISTRY OF MINES AND MINING DEVELOPMENT

VACANCIES

Applications are invited from suitably qualified and experienced incumbents to fill the following positions within the Ministry of Mines and Mining Development. The Ministry is dynamic, comprising of all technical and professional staff found in the Mining Industry for the provision of sustainable exploration, mining, processing marketing and management of mineral resources for the benefit of all Zimbabweans. Successful candidates would be based in the Provinces and in Harare. Eligible female candidates are encouraged to apply.

POST A. 1 X DIRECTOR, RESEARCH AND VALUE ADDITION (F)

REPORTS TO: PRINCIPAL DIRECTOR

DUTIES AND RESPONSIBILITIES

1. Formulate and review mining value addition and research policies and strategies in line with Government value addition and beneficiation programmes over-arched by the ZIMASSET.
2. Formulate and coordinate implementation of programmes to enhance mineral resources value addition in the country.
3. Coordinate the implementation and evaluation of research and value addition policies and strategies.
4. Engage relevant stakeholders on value addition and beneficiation in the mining sector for policy making purposes.
5. Promote beneficiation and value addition of mineral resources in the country in collaboration with the Minerals Marketing Corporation of Zimbabwe (MMCZ).
6. Promote investment in mineral value addition industry and related downstream industries.
7. Co-ordinate, monitor and evaluate the mining research activities in the Department.
8. Monitor the implementation of value addition and beneficiation on each mineral being mined in compliance with Government Policy.
9. Manage and account for the human and financial resources allocated to the Department.

QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES

- A Degree in Mining Engineering, Geological or Metallurgy.
- A Master's degree in the above mentioned fields would be an added advantage.
- A minimum of one (1) year experience in the Deputy Director or equivalent grade.
- A thorough understanding of the Minerals and Minerals Act and any other mining subsidiary mining statutes.
- Extensive and practical knowledge in any one of the mining disciplines.
- Possess good research and analytical skills.
- An appreciation of Government policies and programmes, Mining law and statutes of the country.
- Ability to communicate at all levels.
- Good leadership skills.
- Computer literate.

Remuneration

- ❖ A salary of US\$12 120.00 per annum
- ❖ A non-taxable housing allowance of US\$3 516 per annum

POST B. 1 x CHIEF GOVERNMENT MINING ENGINEER (F)

REPORTS TO: PRINCIPAL DIRECTOR

DUTIES AND RESPONSIBILITIES

1. Formulate and/ or review mining engineering policies.
2. Administer, monitor and evaluate the implementation of mining engineering policies, strategies and programmes.
3. Monitor compliance with the Mines and Minerals Act by all mining players.
4. Empower small-scale miners through provision of appropriate technologies and loan facilities.
5. Cause and oversee the provision of the following services to the mining sector:
 - a) Mechanical and Electrical Engineering;
 - b) Ventilation and Environmental Control;
 - c) Mine Survey; and
 - d) Mining Engineering.
6. Facilitate and promote the indigenisation of the mining sector through the provision of various mining engineering services.
7. Cause enforcement of mining regulations and inspection of mines to ensure compliance with Mining Engineering standards.

QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES

- A Degree in Mining Engineering.
- A Master's degree in the above mentioned field would be an added advantage.
- A minimum of one (1) year experience in the Deputy Director or equivalent grade.

- A thorough understanding of the Minerals and Minerals Act and other mining subsidiary mining statutes.
- A through appreciation Government policies and programmes.
- Possess good research and analytical skills.
- Good leadership skills.
- Computer literate.

Remuneration

- ❖ A salary of US\$12 120.00 per annum
- ❖ A non-taxable housing allowance of US\$3 516 per annum

POST C. 1 x DIRECTOR METALLURGY (F)

REPORTS TO: PRINCIPAL DIRECTOR

Key Duties and Responsibilities

1. Formulate and/ or review mineral processing and mining policies.
2. Administer, monitor and evaluate the implementation of metallurgy related policies, strategies and programmes.
3. Monitor and audit mineral processing.
4. Contribute to the designing of mechanisms geared at use of effective mineral processing operations by mining players.
5. Monitor compliance with the Mines and Minerals Act by all mining players.
6. Cause and oversee the provision of the following services to mining players:
 - a) Extractive Metallurgy;
 - b) Physical Metallurgy;
 - c) Analytical Metallurgy;
 - d) Ceramic Metallurgy;
 - e) Monitoring of Mineral Exports;
 - f) Pollution abatement in the mining and metallurgical industries; and
 - g) Applied Research and Development in the field of Metallurgy.
7. Produce monthly reports on the mineral processing operations, mineral exports, and pollution abatement activities among other services offered.
8. Manage the human and financial resources allocated to the Department.

Person Specification

- A Degree in Metallurgy, Materials Engineering, or B. Tech (Metallurgical or Chemical Engineering).
- A Master's degree in the above mentioned fields would be an added advantage.
- A minimum of one (1) year experience in the Deputy Director or equivalent grade.
- Should have simulation techniques and numerical analysis skills.
- A thorough understanding of the Minerals and Minerals Act and other mining subsidiary mining statutes.
- Should have metallurgical, optimization and evaluation skills.
- Possess good research and analytical skills.

- High level of attention to detail.
- Integrity is of utmost importance
- Good leadership skills.
- Computer literate.

Remuneration

- ❖ A salary of US\$12 120.00 per annum
- ❖ A non-taxable housing allowance of US\$3 516 per annum

POST D. 5 X PROVINCIAL MINING DIRECTOR (F)

REPORTS TO: PRINCIPAL DIRECTOR

DUTIES AND RESPONSIBILITIES

1. Representing the Ministry at Provincial Level.
2. Recommend the formulation and review of mining policies.
3. Administer, monitor and evaluate the implementation of mining policies, programmes and strategies at Provincial Level.
4. Custodian of the geological map at the Province.
5. Manage the carrying out of outreach programmes in order to promote the growth of small- scale mining industry operators and ensure that they contribute to the growth of the economy.
6. Oversee compliance with the Mines and Minerals Act by all mining players in the Province.
7. Promote investment in the Province's mining industry.
8. Promote marketing and beneficiation of mineral resources in the Province in collaboration with the Minerals Marketing Corporation of Zimbabwe (MMCZ).
9. Facilitate and promote the growth of small- scale mining industry in line with the ZIMASSET blue print tenets.
10. Facilitate and promote the indigenisation of the mining sector in the Province.
11. Produce monthly reports on the mining activities within the Province.

QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES

- A Degree in Mining Engineering, Geology, Metallurgy or Geophysics.
- A higher degree in the above mentioned fields would be an added advantage.
- A minimum of one (1) year experience at Deputy Director or equivalent grade.
- A thorough understanding of the geological map of the Province, Mines and Minerals Act and other mining subsidiary mining statutes.
- Possess exceptional analytical skills.
- Good leadership skills.
- Must be a person of high integrity.

Remuneration

- ❖ A salary of US\$12 120.00 per annum
- ❖ A non-taxable housing allowance of US\$3 516 per annum

POST E. 1 X DEPUTY DIRECTOR, RESEARCH AND VALUE ADDITION (E5)

REPORTS TO: DIRECTOR, RESEARCH AND VALUE ADDITION

DUTIES AND RESPONSIBILITIES

1. Assist in the formulation and review of mining value addition and research policies and strategies in line with Government value addition and beneficiation programme.
2. Facilitate the implementation of programmes to enhance mineral resources value addition in the country.
3. Implement and evaluate mining research and value addition policies and strategies.
4. Mobilize and monitor the deployment of value addition and beneficiation resources in the mining sector.
5. Assist in the Monitoring and evaluation of mining research activities in the Department.
6. Assist in the promotion of beneficiation and value addition of mineral resources in the country.

QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES

- Degree in Mining Engineering, Geology or Metallurgy.
- A relevant higher Degree would be an added advantage.
- At least one (1) year experience in the post of Chief level post or equivalent grade.
- Sound research and analytical skills.
- A through appreciation Government policies and programmes.
- A sound understanding of the role of mining sector in the economy as given in the ZIMASSET blueprint.
- Well versed in Mining Law and statues of the country.
- Good leadership skills.
- Computer literate.

Remuneration

- ❖ A salary of US\$4 380.00 to US\$4 428.00 per annum.
- ❖ A non-taxable housing allowance of US\$1 572.00 per annum.
- ❖ A non-taxable transport allowance of US\$1 200.00 per annum.

POST F. 7 X DEPUTY PROVINCIAL MINING DIRECTOR (E5)

REPORTS TO: PROVINCIAL MINING DIRECTOR

DUTIES AND RESPONSIBILITIES

1. Monitor the situation on the ground and recommended the formulation and or review of mining policies
2. Monitor and evaluate the implementation of mining policies, programmes and strategies at Provincial Level.

3. Assist the Head of Province with designing water tight mechanisms for improved accountability for the Province's mineral resources.
4. Monitor all mining players in the Province for compliance with the Mines and Minerals Act.
5. Manage the carrying out of outreach programmes in order to promote the growth of small- scale mining industry operators and ensure that they contribute to the growth of the economy.
6. Manage the implementation of the indigenisation thrust on the ground and assist willing foreign mining companies to comply with the mining sector requirements.
7. Coordinate the completion of the Provincial monthly Reports.

QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES

- A Degree in Mining Engineering, Geology, Metallurgy or Geophysics.
- A higher degree in the above mentioned fields would be an added advantage.
- A minimum of one (1) year experience at Chief or equivalent grade.
- A thorough understanding of the geological map of the Province, Mines and Minerals Act and any other mining statutes.
- Character of integrity.
- Possess good research and exceptional analytical skills.
- A team player with good leadership skills.

Remuneration

- ❖ A salary of US\$4 380.00 to US\$4 428.00 per annum.
- ❖ A non-taxable housing allowance of US\$1 572.00 per annum.
- ❖ A non-taxable transport allowance of US\$1 200.00 per annum.

Only short listed candidates meeting the above requirements will be contacted.

Applicant should submit four (4) sets of application letter, detailed C.V, certified copies of birth certificate, identity document, academic and professional qualifications not later than 6 January 2017.

Applications should be addressed to the attention of the Permanent Secretary:

Ministry of Mines and Mining Development
P. Bag 7709
Causeway
Harare

OR hand deliver to:

MINISTRY OF MINES AND MINING DEVELOPMENT
7th Floor, ZIMRE Centre

Cnr. Leopold Takawira St / Nkwame Nkrumah Ave,
Harare