ZIMBABWE CONSOLIDATED DIAMOND COMPANY

THE DIAMOND COMPANY

We are looking for 'SPECIAL STONES'

VACANCIES

Zimbabwe Consolidated Diamond Company (Pvt) Ltd (ZCDC), a World Class Diamond Producer for the long-term benefit of Zimbabwe seeks applications from suitably qualified, experienced, and self-driven candidates to be considered for the following positions that have arisen in the business:

1 Internal SAP Specialist

Reporting to the ICT Manager, the job is based at our Head Office in Harare and is responsible for the following:

Summary of Duties:

- Providing 1st Level SAP Support.
- Escalating SAP issues to 2nd and 3rd Level Support teams.
- Delivering SAP solutions that meet business needs and objectives.
- Managing SAP super user training.
- SAP System Performance optimization.
- Facilitating ongoing system & process enhancements and utilization.
- Participating in projects or leading IT implementation projects.

Minimum Qualifications and Experience:

- Degree in Computer Science, Business, Information Systems, Information Technology, Finance or equivalent.
- SAP Certification is preferred.
- At least 3 years of SAP technical and functional experience.
- Ability to work independently.
- Sound knowledge of SHEQ Management Systems.

2 Planned Maintenance Officer

Reporting to the Engineering Superintendent – Planning, the job is based at the Mine and responsible for the following:

Summary of Duties:

- Creating and maintaining asset register, annual maintenance master plan, and maintenance bill of materials for plants and equipment.
- Maintenance planning and scheduling in SAP PM, analysing and tracking maintenance compliance.
- Creating CAPEX and OPEX annual budgets for various Work Centres.
- Tracking of Maintenance KPIs and timeous generation of daily, weekly, monthly, quarterly and annual reports.
- Facilitating Problem Solving and tracking closure of all actions arising from RCAs.
- Creating and maintaining documentation and implementation of IMS systems. Drive Asset Management System, Asset Care best practice and standards.

Minimum Qualifications and Experience:

- Diploma in Mechanical/Electrical Engineering or equivalent. A Degree is an added advantage.
- At least three (3) years' post apprenticeship experience in a mining or heavy manufacturing industry.
- Three (3) years' experience in Maintenance planning and scheduling.
- Project management qualification.
- Knowledge of SAP PM ERP system an added advantage.
- Sound knowledge of SHEQ Management Systems.

3 ELECTRICIAN

Reporting to the Engineering Foreman, the job is based at the Mine and responsible for the following:

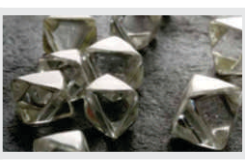
Summary of Duties:

- Carrying out routine and scheduled electrical maintenance work.
- Carrying out required electrical installation work.
- Inspecting all electrical equipment and installations on a daily basis and ensure that it is in good and safe working condition.
- Completing job cards and maintenance sheets for job done and submitting these forms to the Planning for data capturing and filing.

Minimum Qualifications and Experience:

- Five (5) O' Level passes including Mathematics and English.
- National Certificate in Electrical Power Engineering.
- Apprentice trained Electrician Class 1.
- Certificate in 11/33KV switching an added advantage.
- At least 3 years' post apprenticeship training in a mining, processing plant or heavy manufacturing environment.
- Sound knowledge of SHEQ Management Systems.

Interested, self-driven and passionate applicants who hold the relevant qualifications and experience should submit their applications together with a current resume (CV) clearly stating the position being applied for to *recruitment@zcdco.com* .All applications should reach us on or before *9 April 2023*.



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Unlocking Sustainable Diamond Value for Zimbabwe

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