



JITEGEMEE HOLDINGS COMPANY LIMITED

HEADQUARTER P. O. BOX 4047, Lumumba/Kiungani Street
House No. 39, Block 77, TEL: +255 (0) 22 2182877, DAR ES SALAAM - TANZANIA
Website: <https://www.jitegemeeholdings.co.tz> Email: marketing@jitegemeeholdings.co.tz

About The Organisation.

Jitegemee Holdings Company Limited (JHCL), our esteemed client, stands as a prominent full-service mining entity with an ambitious vision to emerge as the most trusted mining corporation in Tanzania and the broader region. Committed to responsible operations and a dedication to sustainable development, JHCL is strategically positioned to achieve its visionary goals. The company's operational hub is situated in Mbinga District-Ruvuma, complemented by its central administration located in Dar es Salaam.

The Opportunity.

In its pursuit of excellence, JHCL is actively seeking dynamic, experienced, and qualified Tanzanian professionals with a proven track record to join its ranks, for the post of Driver, Machine Operator (Screen-plant, Crusher) and to operate office equipment, Wheel-loader and Excavator, respectively.

JHCL extends an invitation to all interested and eligible individuals to apply for these opportunities, which promise a platform for personal and professional growth. We are in search of highly motivated and result-driven professionals who possess the requisite skills to contribute to the continued success of JHCL. Successful candidates will be integral in upholding the company's values of integrity, effective communication, and exemplary service delivery to diverse stakeholders.

Job Details:

DRIVER (Ref: JHCL/DR/04/30).

Duty Station: Mine Site- Mbinga, Ruvuma.

Reports to: Administration Officer.

Job Summary:

The Driver is responsible for the safe and efficient operation of company vehicles to transport personnel, materials, and equipment to the assigned locations. The role holder is expected to prioritise on safety, adhere to traffic regulations, and assist in logistical tasks to support company operations.

Key Responsibilities:

1. Safe Vehicle Operations
 - Operate company vehicles in a safe and responsible manner.
 - Adhere to all traffic laws, regulations, and internal safety policies.
 - Conduct pre-trip and post-trip vehicle inspections to ensure roadworthiness.
2. Transportation of Personnel
 - Safely transport company personnel and visitors, to and from designated locations as required.
 - Ensure passenger safety by enforcing the use of seatbelts and maintaining a secure and comfortable environment.
3. Material and Equipment Transport
 - Transport materials, equipment, and supplies at the Head Office or mining site as directed.
 - Secure documents and cargo to prevent damage during transit.
4. Communication and Reporting
 - Maintain effective communication with the immediate supervisor or other assigned officer and report any issues, incidents, or vehicle maintenance needs promptly.
 - Document daily mileage, fuel consumption, and any irregularities in vehicle operation.
 - Ensure that the vehicle's documentation is always current, including display of current insurance cover at all times.
 - Report timely to the supervisor before expiry of all vehicle licences and insurances.
 - Record all trips in the logbook including daily mileage, fuel etc. and ensure that all trips are signed by the trip leader.
5. Safety Compliance
 - Comply with all road safety regulations, including the use of personal protective equipment (PPE) and following safety protocols.
 - Participate in safety meetings and trainings as required.
6. Vehicle Maintenance
 - Ensure the cleanliness and maintenance of company vehicles.
 - Report vehicle maintenance needs to the immediate supervisor for repairs approvals.
7. Emergency Response
 - Respond to emergencies and follow established procedures, such as evacuations or first aid, as necessary

Perform any other relevant duties as assigned by the immediate supervisor from time to time.

Key Qualifications:

1. Academic Qualifications:

- Ordinary Secondary School Education Certificate (CSEE)
- Valid Driver's license for the appropriate class of vehicle.

2. Experience:

- At-least 3 years of driving experience
- Familiarity with safety procedures and protocols.

3. Technical Competence:

- Clean driving record
- Knowledge of mining site layouts and traffic patterns (preferred)
- Strong communication skills
- Ability to work in a demanding environment and adverse weather conditions.
- Flexibility to work schedules or on-call as needed.

4. Behaviour Competence

- Demonstrated High Degree of Honesty and Integrity
- Strong communication and interpersonal skills.
- Conduct himself with the highest level of integrity, obedience, and discipline.
- Observes punctuality at all times.
- Ability to work in a physical demanding environment and adverse weather conditions.

How to apply:

If you believe you are the right candidate for any of the above positions, please submit your application with a detailed CV, photocopies of academic certificates, names of three referees with their contacts. In addition, please quote the job reference number as well the specific machine applied to be operated, on the subject of your email

Applications should be submitted to recruitment@jitegemeeholdings.co.tz not later than 17th May at 05:00 pm.

Detailed job descriptions for each of the advertised positions can be accessed through our website using the following link : www.jitegemeeholdings.co.tz

JHCL is an equal opportunity employer.