



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) is a prominent full-service mining company 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 professional with a proven track record to join its ranks. The available position that is currently being recruited for is an **Assistant Safety Officer**.

JHCL extends an invitation to all interested and eligible individuals to apply for this opportunity, 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 candidate will be integral in upholding the company's values of integrity, effective communication, and exemplary service delivery to diverse stakeholders.

Job Details:

ASSISTANT SAFETY OFFICER (Ref: JHCL/ASO/10/02)

Duty Station: Sales Point, Ruvuma.

Reports to: Health, Safety and Environment (HSE) officer.

Job Summary:

An Assistant Safety Officer is responsible for assisting the HSE Officer in the implementation of safety protocols, conducting safety inspections, and supporting accident prevention initiatives. The role ensures compliance with safety regulations and contributes to creating a secure work environment for all employees and contractors.

Key Responsibilities:

1. Safety Inspections

- Conduct regular safety inspections of the workplace, equipment, and machinery to identify hazards and unsafe practices.
- Report findings of the inspection to the HSE Officer and assist in developing action plans to address identified issues.

2. Safety Training

- Assist in organizing and facilitating safety training sessions for employees and contractors.
- Ensure new employees receive comprehensive safety orientations and are aware of safety protocols.

3. Documentation and Reporting

- Maintain accurate records of safety inspections, incidents, and training sessions.
- Assist in preparing reports on safety performance, incidents, and compliance for management and regulatory authorities.

4. Personal Protective Equipment (PPE) Management

- Monitor the usage and condition of PPE and ensure employees are wearing appropriate gear.
- Coordinate the distribution and replacement of PPE as needed.

5. Emergency Response

- Support the development and implementation of emergency response plans and procedures.
- Participate in emergency drills and assist in evaluating the effectiveness of response strategies.

6. Accident Investigation Support

- Assist in accident investigations by gathering relevant information, interviewing witnesses, and documenting findings.
- Support the HSE Officer in identifying root causes and implementing corrective actions to prevent future incidents.

7. Safety Communication

- Assist in disseminating safety information, updates, and reminders to employees.
- Collaborate with the HSE Officer in creating safety awareness campaigns and materials.

8. Compliance Monitoring

- Assist in ensuring compliance with safety regulations, company policies, and industry standards.
- Stay updated with relevant safety regulations and inform the HSE Officer of any changes.

9. Safety Culture Promotion

- Encourage and promote a strong safety culture within the organization.
- Organize safety awareness programs and recognition initiatives to motivate employees to prioritize safety.

10. Collaboration and Support

- Collaborate with other departments and teams to ensure consistency in safety practices across the organization.
- Provide support to the HSE Officer in various safety-related initiatives and projects as instructed.
- Perform any other related duties as assigned by immediate supervisor from time to time.

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

Key Qualifications:

1. Academic and Experience Qualification.
 - Bachelor's degree in occupational health and safety or related field.
2. Technical Competencies.
 - Basic understanding of safety regulations, hazard identification, and risk assessment.
 - Physical fitness and ability to conduct site inspections and participate in emergency response activities.
 - Adaptation to new safety protocols and procedures.
3. Behavioral Competencies.
 - Good organizational skills and attention to detail.
 - Strong communication skills, both written and verbal.
 - Proficiency in Microsoft Office applications

4. Experience.

- Previous experience in a safety-related role, preferably in the industrial set up is desirable

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 on the subject of your email.

Applications should be submitted to recruitment@jitegemeeholdings.co.tz not later than 16th October 2024 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