



# JITEGEMEE HOLDINGS COMPANY LIMITED

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## Pit Supervisor

| A. Background Information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                          |
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| <b>Job Title:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Job Grade:</b>        |
| Pit Supervisor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Assistant                |
| <b>Department:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Duty Station:</b>     |
| Production ( Technical Service-Engineering)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Mine Site                |
| <b>Reports to:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |
| Mine Superintendent                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                          |
| <b>Direct Reports:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Indirect Reports:</b> |
| Trip Checker<br>Machine Operator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | N/A                      |
| <b>Purpose of the job</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                          |
| A Pit Supervisor is responsible for overseeing the day-to-day mining operations The role holder coordinates the activities of mining staff, equipment operators, and contractors, ensuring safe and efficient extraction of minerals. Pit Supervisor play a crucial role in maintaining productivity, safety standards, and adherence to environmental regulations within the mining site.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                          |
| B. Responsibilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                          |
| <b>Operational Management</b> <ul style="list-style-type: none"> <li>Supervise mining operations at the assigned area, including drilling, blasting, excavation, and transportation of ore, ensuring compliance with production targets and schedules.</li> <li>Coordinate the deployment of equipment, manpower, and resources to maximize efficiency and productivity.</li> </ul> <b>Safety and Compliance</b> <ul style="list-style-type: none"> <li>Enforce safety protocols and regulations to create a secure working environment.</li> <li>Conduct regular safety meetings and inspections.</li> <li>Ensure compliance with environmental regulations, mining laws, and company policies, promoting responsible mining practices.</li> </ul> <b>Production Monitoring</b> <ul style="list-style-type: none"> <li>Monitor daily production activities, assess performance against production plans, and identify areas for improvement.</li> <li>Analyse production data, track equipment utilization, and implement strategies to optimize efficiency and reduce downtime.</li> </ul> <b>Personnel Management</b> <ul style="list-style-type: none"> <li>Lead, mentor, and manage a team of mining staff, providing training, guidance, and performance evaluations.</li> </ul> |                          |

- Foster a positive work culture, encouraging teamwork, communication, and continuous improvement at the assigned mining area.

#### **Equipment Maintenance**

- Collaborate with maintenance teams to schedule regular inspections, preventive maintenance, and repairs of mining equipment.
- Ensure that all equipment's are in optimal condition to minimize disruptions in production.

#### **Budget and Cost Control**

- Assist in the development and management of budgets related to mining operations.
- Monitor expenses, control costs, and identify cost-saving opportunities without compromising safety or production quality.

#### **Reporting and Documentation**

- Prepare regular reports on production volumes, equipment utilization, safety incidents, and other relevant metrics.
- Maintain accurate records of mining activities, equipment maintenance, and safety compliance at the assigned mining area.

#### **Community and Stakeholder Engagement**

- Interface with local communities, stakeholders, and regulatory authorities, fostering positive relationships and addressing concerns.
- Ensure compliance on the company's commitment to environmental and social responsibility in mining activities.
- Perform any other relevant duties as assigned by the immediate supervisor from time to time.

### **C. Qualification, Knowledge, and Skills**

#### **1. Academic Qualifications:**

Diploma in Mining Engineering, Geology, or a related field.

#### **2. Professional Qualifications:**

N/A

#### **3. Experience:**

At least one year of experience in mining operations, with a strong background in mining techniques.

#### **4. Technical Competencies:**

- Basic knowledge in application of the mining software and tools for geological modelling, mine planning, and scheduling
- Comprehensive understanding of mining equipment, drilling and blasting techniques, and ore extraction processes.
- Knowledge of safety regulations, environmental standards, and mining industry best practices

#### **5. Behavioural Competencies:**

- Excellent supervisory and organisational skills.
- Strong communication and interpersonal skills, with the ability to effectively interact with diverse stakeholders.
- Problem-solving abilities and a proactive approach to addressing operational challenges

The detailed job description and minimum requirements are provided in the attached document. Interested candidates are encouraged to submit their applications via email to: **recruitment@jitegemeeholdings.co.tz**

Please note that the **application deadline is 04 September 2026**.

Hard copy applications from nearby villages around our mine site should be delivered to our Human Resources Officer, Mbuyura.