



**山金国际**  
SHANJIN INTERNATIONAL

**OSINO**  
RESOURCES

# NEW VACANCIES RELEASE

LOCATION: TWIN HILLS GOLD MINE SITE (KARIBIB)

| POSITION                                                            | QUANTITY | JOB SPECIFICATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| SHORT TO<br>MEDIUM-TERM<br>MINE PLANNING<br>ENGINEER<br>(Permanent) | 1        | <ul style="list-style-type: none"> <li>• Grade 12</li> <li>• Degree in Mining Engineering</li> <li>• 5-7 years mining experience of which 4 must be in Mine Planning.</li> <li>• Proficiency in mine planning software such as Deswik, MineSched, Vulcan, Surpac, Datamine, Hexagon MinePlan, or similar.</li> <li>• Excellent communication and interpersonal skills</li> <li>• Design mining phases, pushbacks, benches, ramps, haul roads, and extraction sequences.</li> <li>• Develop detailed mining schedules that align with production targets and equipment capacity.</li> <li>• Ensure mine plans comply with operational, geotechnical, environmental, and safety constraints.</li> <li>• Balance ore and waste movement to optimize pit development and stripping requirements.</li> <li>• Monitor actual production against planned targets.</li> <li>• Analyze production variances and identify root causes of deviations.</li> <li>• Optimize pit designs and mining sequences.</li> <li>• Design drill-and-blast layouts in collaboration with drill and blast engineers.</li> <li>• Develop production forecasts and mining budgets.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                  |
| MANAGER:<br>HEALTH, SAFETY,<br>AND<br>ENVIRONMENT<br>(Permanent)    | 1        | <ul style="list-style-type: none"> <li>• Grade 12 with good English proficiency</li> <li>• Relevant Diploma or Degree</li> <li>• Minimum 10–15 years of HSE experience.</li> <li>• At least 8 years in a senior management role.</li> <li>• Experience within mining or heavy construction sectors.</li> <li>• Proven experience managing large-scale HSE programs.</li> <li>• Experience managing multinational workforces.</li> <li>• Experience working with regulators and external stakeholders.</li> <li>• Experience implementing ISO management systems.</li> <li>• Excellent communication and interpersonal skills</li> <li>• Lead safety improvement initiatives aimed at achieving zero harm.</li> <li>• Provide expert HSE guidance to management and operational teams.</li> <li>• Facilitate management safety inspections and leadership engagements.</li> <li>• Manage environmental impact assessments and rehabilitation programs.</li> <li>• Oversee environmental reporting and compliance submissions.</li> <li>• Drive environmental sustainability initiatives and resource conservation programs.</li> <li>• Support climate change mitigation and ESG objectives.</li> <li>• Develop and maintain enterprise-wide HSE risk management frameworks.</li> <li>• Lead investigations into accidents, incidents, occupational illnesses, and environmental occurrences.</li> <li>• Support emergency response and crisis management activities.</li> <li>• Manage internal and external HSE audits.</li> </ul> |
| ADMINISTRATOR<br>: PROCESSING<br>PLANT<br>(Permanent)               | 1        | <ul style="list-style-type: none"> <li>• Grade 12 with good English proficiency – both writing and reading</li> <li>• Diploma or Degree in office administration, secretarial studies, or business management</li> <li>• 5-8 years of experience in administrative support, preferably in mining, construction, or industrial operations</li> <li>• A valid driving license is compulsory</li> <li>• Microsoft Suite with proficient knowledge of Excel</li> <li>• Excellent communication and interpersonal skills</li> <li>• Manage filing systems, correspondence, and document control.</li> <li>• Schedule meetings, prepare agendas, take minutes, and track action items.</li> <li>• Assist with preparation of daily, weekly, and monthly plant reports.</li> <li>• Support metallurgical and operational teams with data entry and reconciliation.</li> <li>• Compile audit, compliance, and housekeeping reports for management.</li> <li>• Act as the first point of contact for internal and external stakeholders.</li> <li>• Coordinate plant visits, draft visitor programs, and manage access control.</li> <li>• Support event planning, workshops, and training sessions.</li> <li>• Manage induction records, training schedules, and certification tracking.</li> </ul>                                                                                                                                                                                                                                         |

## HOW TO APPLY

Interested candidates should submit a resume, all supporting documents and a letter of motivation detailing relevant experience and potential starting date to **recruitment@osinoresources.com** by **7 August 2026**. Please clearly indicate position applied for in the subject matter line. If you have not heard anything from us two weeks after the due date, please consider your application unsuccessful. **NO HARD COPY CV'S WILL BE ACCEPTED AT OUR OFFICES.**

Osino Gold Exploration and Mining and Shanjin International are an equal opportunity employer, committed to fostering diversity and inclusion in the workplace. Preference given to suitably qualified Namibian citizens. People with disabilities are encouraged to apply.