



Swakop Uranium, a Namibian world class uranium mining company, invites people who are self-motivated, energetic and wish to work in a High Performance Culture environment, to apply for the following role:

## Business Analyst

Location: Husab Mine Site  
Reports to the Director Business Improvement

### MAIN PURPOSE OF JOB

To provide project management and business improvement service to operations departments within Swakop Uranium based on best practices and focusing on continual business improvements, in line with the Company goals and objectives.

### Key Performance Areas:

- 1. Project and Programme Management:**  
*Initiate feasibility studies and facilitate business case development; Prepare tender documentation and manage adjudication process; Responsible and accountable for project work of assigned operations departments.*
- 2. Coordination of Integrated Planning within Operations Department:**  
*Undertake Continuous Business Improvement initiatives; Coordinates work to be done in accordance with schedules; Establish plans and goals for the schedules and activities per department; Minimize waste and reduces costs by identifying tasks that are common to ensure that duplication of work does not occur; Aligns outcome of the assignment with the overall business goals.*
- 3. Contract, Cost and Risk Management:**  
*Provides contract management services to operations departments in order to reduce risk and commercial exposure; Provides risk management services to operations departments in order to reduce risk and commercial exposure and identify opportunities.*
- 4. Evaluation, Monitoring and Communication Effectiveness:**
  - Evaluate schedules and activities, benchmarks operational work plans and review activities to determine successes; Track progress and provides updates on changes in schedules, strategies of priorities; Report progress to relevant senior managers; Contact specialists within the company to obtain information or request support.*

### Requirements and experience:

- Bachelor's Degree in Process/ Industrial Engineering or an equivalent engineering qualification.
- An additional Business Management/Administration qualification will be an added advantage.
- 5 – 8 years' experience in Advanced Project Management including complex projects and operations, scheduling with multiple levels of management to ensure smooth integration of operations functions.
- Risk, contract and cost management experience.
- LeanSixSigma or other continuous improvement methodology an added advantage.
- Business management/ administration experience and added advantage.
- Valid Code B/BE Driver's License.

Through its commitment to its people, the company offers a competitive remuneration package and the opportunity to work alongside some of the most experienced and dedicated people in the industry.

Send your cv's and other relevant documents to [recruitment@cgnpc.com.cn](mailto:recruitment@cgnpc.com.cn) by 30 September 2016.

Previously disadvantaged Namibians are encouraged to apply.

**Clearly indicate the position you are applying for as well as your name and surname in the subject line of your application email. Applications received that do not meet the criteria will not be considered.**

**Only shortlisted candidates will be contacted within two weeks of the closing date of this advertisement and no documents will be returned.**