



*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.*

## **Vacancy: Catalogue Controller**

**Location: Husab Site**

**Reports to the Manager: Materials & Warehousing**

### **MAIN PURPOSE OF JOB**

**To control and maintain the warehouse catalogue at Swakop Uranium (SU) in accordance with Company and Group specifications, standards, compliance of related items, end-users and supplier requirements.**

### **Key Performance Areas:**

- Controls and maintains the Warehouse materials master at SU
- Facilitates, manages and controls all new stock applications
- Scrutinizes all relevant reports related to the materials master and promotes standardization of equipment / spares
- Promotes and assists in the maintenance of a Hazardous Materials register
- Continuous enhancement of materials master data
- Ensures that all incoming goods, material and equipment are inspected for compliance with order specification
- Works closely with all Vendors, Supply Chain staff and end-users in order to promote and ensure efficient and cohesive delivery of service
- Safety, Health, Environmental, Radiation & Quality Effectiveness

### **Requirements and experience:**

- Grade 12 with an advance certificate in Supply Chain / Materials Management
- A proven technical background is essential.
- Code B/BE Drivers' License
- 3 - 5 years' experience in updating and controlling of material and equipment catalogues
- Sound knowledge of various products and services
- Sound knowledge in classification and coding of purchases
- A technical qualification in Engineering (Electrical or Mechanical) will be a distinct advantage

*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 **26 January 2017**.

*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.**