



*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.*

## **HOD: Human Resources**

**Location: Husab Mine**

**Reports to the Vice President: Human Resources and OOC**

### **MAIN PURPOSE OF JOB**

**Provide strategic leadership in planning, developing, implementing, promoting and evaluating the effectiveness of the HR strategies, procedures and initiatives. Oversees HR operations (recruitment, remuneration, employee relations, training and development), designing, developing and execute best-practice initiatives that will support the overall strategic objectives and targets of the Company.**

### **Key Performance Areas:**

- Develops the HR strategy to improve and maintain the HR delivery;
- Provide organizational design guidelines to all SU departments;
- Proactively plans, organizes, directs, controls or coordinates the human resources strategic;
- Providing advice and recommendations to senior management on matters relating to human resources issues;
- Partnering with HOD's to understand the long-term human resources requirements;
- Ensure effective benefit and compensation policies;
- Conduct internal departmental HR management reviews;
- Identifying the human capital required to meet Company goals and align labour budget requirements;
- Compile and manage the annual financial budget for the human resources department, and implement cost saving initiatives;
- Design salary structures;
- Stakeholder relationship management;
- People and performance management;
- Safety, Health, Environmental, Radiation & Quality Effectiveness.

### **Requirements and experience:**

- BCom degree in Human Resources Management or Human Behaviour Science.
- 10 years' experience on management level, comprised of but not limited to: compensation planning, change management, organizational development, succession planning, recruitment, labour relations, performance management, training, employee wellness and disability management;
- Sound working knowledge of the application of all application human resources regulations.
- Communications Skills (verbal, and written and expresses thoughts in an organized, concise manner;
- Influential and Collaborative;
- Self-motivated and self-directed, being able to work independently with sense of urgency to task completion;
- Organizationally Astute – Is diplomatic and tactful; recognizes internal and external sensitivities;
- Experience in developing, leading, implementing and evaluating the effectiveness of HR projects and procedures;
- Demonstrated ability to model appropriate professional, ethical and collaborative behaviours and able to work in a multinational environment.
- Valid code B/BE Drivers Licence

*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 **24 August 2018**.

*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.**