



VACANCY

VACANCY	SKILLS DEVELOPMENT: YOUTH EMPLOYMENT SERVICES (YES) PROGRAMME X 3	DIVISION	VARIOUS DEPARTMENTS
TYPE OF EMPLOYMENT	FIXED TERM (12 MONTHS)	CLOSING DATE	
GRADE	B-LOWER	19 NOVEMBER 2021	

PURPOSE OF THE POSITION

- ✓ The purpose of this role is to create work opportunities for unemployed youth.
- ✓ The placement of the Yes programme candidates will be within the following functional areas: Human Resources, Refinery and Analytical Laboratory.

MINIMUM QUALIFICATIONS AND REQUIREMENTS

- ✓ Preference will be given to candidates with specific qualifications related to the functional area that application will be made for.
- ✓ Preference will be given to candidates that are logistically residing closer to the Germiston, Johannesburg area.
- ✓ Preference will be given to candidates that have a completed matric and tertiary qualifications from the following areas of specialisation: National Diploma in Metallurgical Engineering, National Diploma in Chemical Engineering, National Diploma in Analytical Chemistry and National Diploma in Human Resources.

SKILLS AND ATTRIBUTES

- ✓ Computer literacy- MS office.
- ✓ Good communicating skills (verbal and written).
- ✓ A high moral code of conduct.
- ✓ Decision making and problem-solving skills.
- ✓ Able to work consistently from day to day.
- ✓ Expected to work overtime, shift and be flexible as per operational requirements.

KNOWLEDGE AND EXPERIENCE

- ✓ Candidates must be between the ages of 18 to 35 as per the conditions of the YES programme.
- ✓ Preference will be given to candidates with no work experience.

MAJOR RESPONSIBILITIES

OPERATIONAL AND BUSINESS KNOWLEDGE AND APPLICATION OF KNOWLEDGE

- ✓ The candidates will ensure that through the process of learning on the job that they develop business skills.
- ✓ Candidates will ensure that through the medium of "real-life" experience that they gain working knowledge of the functional area that they are assigned to.

- ✓ Candidates will be trained and coached by associates employed within the functional area that they are placed in.
 - ✓ The candidate must be willing to be actively involved within the functional area that they are placed.
 - ✓ The candidate must be able to reflect on the learning gained from standard operating procedures as per the specific functional area.
 - ✓ The candidate must ensure that they gain a concrete work experience within the functional area.
 - ✓ The candidate must ensure that they are able to use theoretical knowledge and apply within the learning experiences of the functional areas.
 - ✓ The candidates must apply what was learned and is able to apply the knowledge within the functional area.
- #### SALARY
- ✓ Unemployed candidates must be willing to accept the stipend as determined by the YES programme.
- #### APPLICATION PROCESS
- ✓ Applications are to be submitted in writing using the format of a curriculum vitae and these must be forwarded to: Gift Hlongwane, gifth@gold.co.za, HR Department.
 - ✓ Kindly provide proof of qualifications and experience.
 - ✓ Consideration will be given to the Rand Refinery employment equity policy as part of the selection process.
 - ✓ Please note that should your application be unsuccessful; you will be notified in writing.