



EMPLOYMENT OPPORTUNITY

SINGIDA GOLD MINE, TANZANIA

HME MECHANIC (1 POST)



BUSINESS UNIT: Singida Gold Mine, Singida Region, Tanzania



REGION/DISCIPLINE: Tanzania



LEVEL OF WORK: I



ROLE TYPE: Individual Contributor



REPORTING TO:
Mechanics Supervisor LV & HME



WORK SCHEDULE:
4 Weeks ON / 2 Weeks OFF



CONTRACT DURATION:
Open Ended

CONTEXT AND PURPOSE OF THE ROLE

The HME Mechanic is responsible for preventive maintenance, fault diagnosis and mechanical repairs of mine dewatering pumps as the primary area of responsibility. The role supports reliable dewatering and timely restoration of critical equipment as the mine moves to rely on its own pump fleet.

The mechanic also maintains other site pumps and heavy mobile equipment as assigned, working alongside the existing HME mechanics and fitter. The role provides practical coaching and skills transfer to the existing team, building internal maintenance capability and reducing dependence on external specialist technicians. Technical support is provided during assigned working hours and through the approved roster and call-out arrangements.

KEY RESPONSIBILITIES

- **Carry out preventive maintenance**, inspections and mechanical repairs on diesel-driven dewatering pumps in line with manufacturer manuals and service intervals.
- **Diagnose and repair pump and engine faults**, including failure to prime, low flow/pressure, overheating, leakage and abnormal noise.
- **Inspect and maintain diesel engines** and associated systems (fuel, cooling, lubrication, air intake, exhaust and starting); coordinate electrical faults with the electrical team.
- **Inspect, repair and replace pump components** (impellers, wear parts, shafts, bearings, seals, couplings) and check alignment and clearances.
- **Inspect hoses, pipework, strainers, valves and connections**; identify air leaks, restrictions or damage affecting pump performance.
- **Support pump installation**, relocation, commissioning and return to service; verify priming and operating condition.
- **Maintain other site pumps** and HME as assigned (engines, hydraulics, driveline, brakes, steering).
- **Maintain service records**, job cards, maintenance schedules and a prioritized defect backlog.
- **Identify spares**, service kits and tools early and support minimum-stock planning.
- **Respond to breakdowns**, report equipment condition, risk and expected restoration time.
- **Provide on-the-job coaching** and skills transfer to team members.
- **Investigate repeat failures** and recommend practical improvements.
- **Apply safe work practices**, lockout/tagout, isolation and environmental controls.
- Perform other related mechanical maintenance duties as assigned.

REQUIRED SKILLED KNOWLEDGE

Education Qualification

- Diploma, Full Technician Certificate, Trade Test Grade I or equivalent recognised qualification in Heavy Equipment Mechanics, Plant Mechanics, Fitter Mechanics, Mechanical Engineering or a related discipline.
- **Relevant manufacturer training** in diesel engines and dewatering pumps is an advantage. Computer literacy and ability to use job cards, spreadsheets and a CMMS are required.

Experience

- Minimum **five (5) years** of relevant mechanical maintenance experience, including at least **three (3) years** of hands-on maintenance and troubleshooting of diesel-driven dewatering pumps in mining, quarrying, construction or a comparable environment.
- Demonstrated experience in preventive maintenance, breakdown diagnosis and pump repairs is essential. General HME experience alone does not meet the dewatering requirement.
- Practical experience maintaining other industrial pumps and heavy mobile equipment, including diesel engines and hydraulic systems.
- Experience coaching mechanics and fitters and working effectively with operations, planning and supplier technical teams.

Must Have Knowledge/Skills

- Pump operating principles, priming, suction and discharge arrangements, pump curves, head and flow, and recognition of cavitation, dry running and other damaging operating conditions.
- **Diesel-engine troubleshooting**, mechanical fitting, seals, bearings, couplings, alignment, measuring instruments and interpretation of manufacturer manuals and parts catalogues.
- HME mechanical and hydraulic systems, maintenance scheduling, service-hour tracking, critical spares identification and accurate work-order records.
- Safe isolation, pressure release, lifting, field maintenance and spill prevention.
- Clear communication and practical instruction in English and Kiswahili.



HOW TO APPLY

Applicants are invited to submit an application letter, updated CV and copies of relevant certificates to:

recruitment@shantagoldltd.com

Please indicate the position applied for in the subject line.



APPLICATION DEADLINE:

30 OCTOBER 2026

Only shortlisted candidates will be contacted. If you are not contacted by Shanta Mining Company Limited within fourteen (14) days after the closing date, please consider your application unsuccessful.

Shanta Mining Company Limited is an Equal Opportunity Employer and does not charge any fee at any stage of the recruitment process.



EMPLOYMENT OPPORTUNITY

SINGIDA GOLD MINE, TANZANIA

HUMAN RESOURCES SUPERINTENDENT (1 POST)



BUSINESS UNIT/FUNCTION: Singida Gold Mine, Singida Region, Tanzania



REGION/DISCIPLINE: Tanzania



LEVEL OF WORK: II



ROLE TYPE: Managerial



REPORTING TO:
Human Resources Manager – SGM



WORK SCHEDULE:
6 Weeks ON / 3 Weeks OFF



CONTRACT DURATION:
Open Ended



CONTEXT AND PURPOSE OF THE ROLE

The primary objective of this role is to provide a site Human Resources service support function, to ensure the smooth delivery of human resource services across all departments at Singida Gold Mine. The role ensures that Human Resources systems are functioning effectively, routinely monitored and audited for accuracy and effectiveness, within the organisation's policies and standards.

KEY RESPONSIBILITIES

- **Coordinate HR service delivery** for all departments, promoting a safe working culture and supporting line management on all HR matters.
- **Support HR planning**, including labour numbers, labour costs, productivity and workforce requirements (short and long term).
- **Maintain and update organisational structures** and departmental organisation charts in line with company requirements.
- **Support recruitment and selection**, including job descriptions, advertisements, shortlisting, interviews, reference and security checks, offer letters and induction.
- **Advise on and implement HR policies and procedures**, ensuring compliance with Tanzanian labour legislation and industry best practices.
- **Promote healthy labour relations** by advising on employee rights and obligations, handling grievances, providing counselling and implementing disciplinary procedures.
- **Manage exit processes**, terminations and exit interviews, ensuring timely information flow to payroll and HR systems.
- **Facilitate effective communications** between management and employees' representatives and ensure minutes are maintained.
- **Support performance management**, including setting performance standards, timely appraisals, promotions, probation management and management of poor performance.
- **Identify training needs** and coordinate training and development activities.
- **Assist with remuneration and benefits administration**, including salary reviews, allowances and payroll-related queries.
- **Maintain accurate HR records and systems**, including personnel files, position establishments and workforce data, and provide reports and analysis.
- **Prepare monthly and annual HR and Organisation Development reports**, audit queries and ad-hoc reports.
- **Administer leave, overtime and absenteeism controls** in line with the roster.
- Manage and coordinate company functions and funeral arrangements.
- Perform any other related HR duties as assigned.

REQUIRED SKILLED KNOWLEDGE

Education Qualification

- A minimum of a Bachelor's degree in Human Resources Management, Business Administration, Law or a related field of study.

Experience

- Minimum of **eight (8) years** of relevant experience in Human Resources Management and Administration, including experience in a supervisory or managerial capacity, preferably within the mining industry.

Must Have Knowledge/Skills

- Sound knowledge of Tanzanian labour laws, particularly the Employment and Labour Relations Act [Cap. 366 R.E. 2023], its Regulations and other applicable employment legislation.
- Knowledge of HR best practices in Tanzania, preferably in the mining industry.
- Good computer skills (including MS Office and HR systems).
- Strong communication, interpersonal and counselling skills.
- Good organisational, analytical and reporting skills.
- Ability to work independently and as part of a team in a remote site environment.

KEY ATTRIBUTES

- Integrity, professionalism and confidentiality.
- Results-driven with a strong focus on service delivery.
- Good problem-solving and decision-making skills.
- Ability to build and maintain positive working relationships with employees and management.
- Flexibility and commitment to work in a remote mine environment.



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3 NOVEMBER 2026

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