



## ROLE PROFILE: CHIEF SAFETY OFFICER

GROUP FUNCTION / BUSINESS UNIT	Mbuyelo Energy	DATE	10 July 2025
DEPT / OPERATION	Khashani Colliery	JOB LEVEL	D Level
LOCATION	Kriel	JOB REF NO	KC033
DISCIPLINE	Safety, Health and Hygiene		

### REPORTING STRUCTURE

REPORTS TO (TITLE)	General Manager
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### ROLE SUMMARY (PURPOSE)

The role has a legal accountability with a 2.17.1 appointment in terms of the MHSA and Regulations and is responsible for the overall management of Safety, Health and Hygiene areas. The role is responsible for managing, integrating, supporting, implementation and coordinating the Safety, Health and Hygiene performance of Khashani Colliery

### KEY WORK OUTPUTS AND ACCOUNTABILITIES

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| <ul style="list-style-type: none"> <li>• Manage the Safety, Health and Hygiene team at the mine.</li> <li>• Promote continuous improvement through effective communication, engaging, influencing, challenging, coaching, mentoring and forming collaborative relationships with team members, including team development.</li> <li>• Facilitate and manage the implementation and/or improvement of Safety, Health and Hygiene systems, ensuring that they are adapted to the business environment.</li> <li>• Responsible for the general management of the mine Safety, Health and Hygiene functions including budget preparation, cost control, staff capability and performance assessments, etc.</li> <li>• Provide guidance on Safety, Health and Hygiene related matters, including hazard/aspect identification, risk assessment/management and risk/impact control, with particular emphasis on the management of long-term risk.</li> <li>• Report to the General Manager on Safety, Health and Hygiene performance and comply with legal corporate and functional centre reporting requirements.</li> <li>• Manage Safety, Health and Hygiene, Risk &amp; Assurance Theme Audits, Incident Investigations and Risk Assessments.</li> <li>• Implement and ensure the effectiveness of the Safety, Health and Hygiene management system.</li> <li>• Plan, implement and assist in the execution of operational Safety, Health and Hygiene, Legal Compliance Assessments.</li> </ul> | <ul style="list-style-type: none"> <li>• Manage an operational audit schedule on critical areas.</li> <li>• Implement the required Safety, Health and Hygiene, Risk &amp; Assurance system procedures, systems and standards.</li> <li>• Review and analyse operational incident investigations, risk assessments and audit reports for quality control and to ensure the hierarchy of control is effectively applied.</li> <li>• Provide risk based operational input to the operational Safety, Health and Hygiene plan to ensure key focus areas address major risks, audit results and learning from incidents.</li> <li>• Participate as a permanent member on the operations standard committee.</li> <li>• Engage with the DMPR.</li> <li>• Liaise with Minerals Council on Safety related matters.</li> <li>• Contractor Management and compliance.</li> <li>• Submit legal reports on time to DMPR and Mineral Council.</li> <li>• Ensure all legal permits are always up to date.</li> </ul> |
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REQUIREMENTS	
<b>QUALIFICATIONS/ EXPERIENCE/ KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• Grade 12 National Matric certificate</li> <li>• Degree in Safety Management or equivalent</li> <li>• Knowledge of INX</li> <li>• 5 years' experience in a Mining Environment</li> <li>• Computer literacy and presentation skills</li> <li>• ISO45001 &amp; 14001</li> <li>• SAMTRAC; COMSOC 1 &amp; 2</li> <li>• Excellent written and verbal communication skills</li> <li>• A valid driver's license</li> <li>• A valid medical certificate of fitness</li> <li>• First Aid</li> <li>• Blasting Certificate would be advantageous</li> </ul>
<b>Closing date</b>	The closing date for applications: <b>17 July 2025</b>
<b>Contact details</b>	e-mail applications, quoting reference number KC033 to: <a href="mailto:hr.khashani@mbuyelocoal.com">hr.khashani@mbuyelocoal.com</a>