

Rosh Pinah Zinc, a leading mining company, is seeking a skilled **Maintenance Scheduler** to join our dynamic team. The successful candidates will play a pivotal role in our operations.



INTERNAL & EXTERNAL VACANCY MAINTENANCE SCHEDULER (C4)



Your key areas of responsibility:

- Compile and administer weekly, 21-day and monthly maintenance schedules.
- Present the proposed maintenance schedule for the next week
- Coordinate labour, tools, equipment and spares to support planned work.
- Prepare labour, skills and spares forecasts aligned to workload, in consultation with the Supervisor.
- Control spares, critical stock and component turnaround requirements
- Monitor backlog, follow-up work and maintenance schedule compliance, and report on deviations
- Generate and distribute maintenance plans, schedules and performance reports.
- Prepare long-term maintenance plans including rebuilds and component change-outs.
- Maintain accurate CMMS and asset records.
- Compile and maintain statutory maintenance schedules
- Support shutdown planning, failure investigations and continuous improvement initiatives.

Ideally, you will have:

- Grade 12 with a minimum of 23 points.
- Trade Certificate Artisan (NVC Level 3) with 5 years relevant mining
- (HME) experience – Diesel Mechanic or equivalent mobile equipment trade.
- Certificate in Maintenance Planning / Work Management.
- Minimum 3 years' maintenance planning experience.
- CMMS / EAM system experience.
- Computer literacy (MS Word, Excel, PowerPoint and Microsoft Project)
- Knowledge of machine components, planning and mining processes.
- Understanding of maintenance planning workflows and work order control.
- High attention to detail and data accuracy.
- Ability to work under pressure in a high-tempo mining environment.
- Strong communication and stakeholder coordination skills.
- Valid Police Clearance Certificate (not older than 6 months)

To apply for the position, submit a compliant application with a cover letter through the recruitment portal www.jobopportunities.net. If there is no contact within 2 weeks after closing date, consider your application unsuccessful. Candidates from designated categories are encouraged to apply.

Closing date: 29 July 2026