

Petra Diamonds Limited is one of the world's leading suppliers of rough diamonds and one of the largest independent diamond groups by resource. It's a polished diamond we're after for this role - an individual that clearly outshines his/her peers:



PetraDiamonds

| PETRA DIAMONDS SA (PTY) LTD



Operator: Security Operational Reaction Section – Internal and External

Petra Diamonds is a leading independent diamond mining group and an increasingly important supplier of rough diamonds to the international market.

The home base for this position is at Koffiefontein but candidates will be required to travel to other Operations, as and when required.

Reference Nr: PDSA301

Job Grade: B3

Role Purpose: Reporting to the Security Guarding Supervisor, the role will provide a security function by monitoring and ensuring compliance to security policies, procedures and objectives according to client needs and to provide a service in respect of assistance for Security operations.

Responsibilities:

- Provide personnel, asset and product security and protection services to Petra Operations.
- Report security risks in terms of personnel, product or assets.
- Assist with security risk assessments at Petra Operations.
- Responsible for alarm reaction and alarm equipment maintenance at Operations.
- Responsible for camera and other security hardware maintenance and anomaly reporting at Operations.
- Identify and report security threats and hazards to operational security personnel.
- Searching and inspecting of people, product and assets.
- Escorting service providers / employees in high risk areas.
- Responsible for perimeters protection and patrols.
- Undertake special operational tasks (e.g. Industrial Action / Riot Control).
- Engagement and Communication: Communicate effectively with all team members.
- Adhere to company policies and procedures. Report non compliance to supervisor.
- Comply with Company Safety, Health and Environment standards, procedures and COPs. Report non compliance to supervisor.
- Effective Team Player and Effective Self-Management Management.

Minimum Requirements:

- Grade 12
- PSIRA Grade C
- A minimum of 2 years' experience in the security industry, performing security related tasks.
- Fire arm training for business purposes will be beneficial.
- Valid drivers' license

Advantage:

- Crowd control training

Other Skills/Competencies:

- Mental and physical fitness is essential

Technical Competencies:

- Demonstrate knowledge and skill in applying preventative measures and actions with regard to the prevention of company property damage and theft.
- Demonstrate knowledge with regard to access control.
- Know, understand and able to apply company policies and procedures.
- Secure the crime scene and take statements.
- Know and understand the relevant security systems.
- Operate the relevant security systems according to standard operating procedures (SOPs).

Behavioural Competencies:

- Planning and Organising; Decision Making; Earning Trust; Communication; Continuous Improvement; Safety Focus; Customer Orientation; Valuing Differences; Initiating Action; Managing Relationships

Petra Diamonds is an equal opportunity employer. Preference will be given to suitable candidates from the designated groups in line with the Company's Employment Equity Policy and Plan and internal candidates. Pre-screening, profile testing, on mine assessments, medical and security clearance form part of the recruitment and selection process. Short listed candidates will be required to attend a panel interview. Employment of the successful candidate is subject to the aforementioned criteria. Preference will be given to candidates who live within the host labour sending area.

If you are already employed by Petra Diamonds, please submit an authorised Internal Application Form, your résumé, qualifications and ID when applying.

Please complete an application form (available on <http://www.petradiamonds.com/careers/current-vacancies>) and forward, together with your résumé, certified qualifications and ID, to e2-recruitment@petradiamonds.com by date: **01 February 2023. Please note, applications must be sent to the correct e-mail as indicated. Incomplete application forms and documentation will not be considered.**

Correspondence will be limited to short-listed candidates only. Petra Diamonds reserves the right not to fill this position.

If you have not heard from us within 30 days of the closing date, please regard your application as unsuccessful.

Please note that Petra Diamonds does not at any time require any form of payment for recruitment purposes. If you are approached in this regard, you should report the incident immediately to your local SAPS or via one of the following hotlines:

Toll Free: 0800 007 247; Phone Call: +27 31 571 5573; Fax: +27 31 560 7395; Email: totheline@tip-offs.com; Post: KZ 138, Umhlanga Rocks, 4320; Website: www.tip-offs.com

<http://www.petradiamonds.com/careers/current-vacancies>