



EXTERNAL ADVERTISEMENT

Botswana Geoscience Institute (BGI) is a parastatal under the Ministry of Minerals & Energy. It was established under the Botswana Geoscience Institute Act of 2014 to undertake research in the field of geosciences and provide specialized geoscientific services. BGI serves as the custodian of geoscience data and information, promoting the search for and exploration of minerals in Botswana. Additionally, it functions as the advisory body for geosciences and geohazards.

BGI is looking for highly motivated, dynamic and experienced individuals to join its team of professionals under the following vacancy:

1. SHE OFFICER

JOB SUMMARY/PURPOSE:

Reporting to Manager - Administration, the SHE Officer will prevent accidents, injuries and work-related illnesses in the workplace by creating and implementing health and safety policies in accordance with the Occupational Health & Safety Act and to ensure that these policies are implemented by management and employees.

MINIMUM QUALIFICATIONS, SKILLS AND KNOWLEDGE

- A Bachelor's degree in occupational health and safety/environmental health management or any SHE qualification
- At least 3 years post qualification experience in coordinating and implementing SHE programs in a work environment.

KNOWLEDGE

- Operational knowledge in SHE and OH&S workplace programs
- Demonstrated ability to conduct and report SHE audits
- Results-driven mindset
- Strong communication skills
- Presentation and facilitation skills
- Excellent statistical analysis skills
- Sound Project management skills
- Strong leadership and people skills
- Integrity and trust
- Diagnostic and trouble-shooting skills

KEY PERFORMANCE AREAS

- Quality and Safety
- Safety, Health and environmental
- Execution and delivery
- Risk Management
- Wellness awareness, education and training
- Fire and Safety Management
- Occupational hygiene

COMPETENCIES

- Technical expertise
- Network and partnering.
- Integrity
- Customer focus
- Effective Communication

REMUNERATION

BGI offers a competitive remuneration package that is commensurate with the position.

HOW TO APPLY

Address applications to:

The Chief Executive Officer
Botswana Geoscience Institute
Private Bag 14
Lobatse

Or recruitment@bgi.org.bw

CLOSING DATE: 26th April 2024