



## **VACANCY: MAGAZINE MASTER**

**Reference Code:** BME-MM-NAM-2025

**Company:** BME (Omnia Group)

**Location:** Namibia

**Reports to:** Foreman

**Division:** Southern Africa Operations

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### **ROLE PURPOSE**

To oversee the safe, compliant, and efficient receipt, dispatch, and storage of explosive materials, supervise loaders, and manage stock control within the magazine. The role ensures SHERQ compliance and effective housekeeping while meeting operational objectives.

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### **KEY RESPONSIBILITIES**

- Coordinate and supervise all magazine operations including receiving, storage, picking, loading, and dispatch.
- Ensure compliance with standard operating procedures, legislation, and SHERQ standards.
- Perform vehicle pre-use inspections before loading or dispatching products.
- Conduct inventory cycle counts as scheduled and investigate discrepancies.
- Ensure FIFO (First-In-First-Out) stock management and optimal space utilization.
- Supervise loaders, manage daily work schedules, and oversee adherence to tasks and safety procedures.
- Maintain cleanliness and safety of the magazine and surrounding yard areas.

- Manage accurate stock administration and reporting in line with company and legal requirements.
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## **MINIMUM REQUIREMENTS**

- **Education:** Grade 12 or equivalent
  - **Certification:** Magazine Master Certificate (CIE)
  - **Licensing:**
    - Valid B driver's license
  - **Experience:**
    - Minimum 2 years in materials handling
    - Minimum 2 years in magazine and stock control (explosives environment)
    - Minimum 1 year in explosives production environment
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## **ADVANTAGEOUS QUALIFICATIONS**

- Additional professional training or certification in explosives or stock management.
  - Valid Certificate of Conduct/Police Clearance Certificate required.
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## **KEY COMPETENCIES & SKILLS**

- Knowledge of warehouse principles and inventory control systems.
- Strong numerical and administrative skills.
- Knowledge of the Explosives Act and related regulations.
- Critical thinking and decision-making capabilities.
- High attention to detail and accuracy.
- Excellent verbal and written communication.
- Ability to manage and motivate teams.
- Ability to work under pressure.

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## **ADDITIONAL INFORMATION**

- This position contributes directly to plant throughput, safety, and employee relations.
- Candidates should be self-driven, organized, and aligned with BME's values of safety, integrity, innovation, and teamwork.

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## **APPLICATION PROCEDURE**

If you meet the requirements for this role and are ready to contribute to the success of our company, please apply through our recruitment portal at [www.jobopportunities.net](http://www.jobopportunities.net). Ensure your application includes a detailed cover letter, a comprehensive CV, and any relevant certifications.

**Closing Date:** 3 July 2025 @ 7:00PM

**Only shortlisted candidates will be contacted.**

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## **EQUAL OPPORTUNITY EMPLOYER**

BME is committed to employment equity and diversity. All suitably qualified individuals, regardless of background, are encouraged to apply.