



VACANCY: CONTRACT MANAGER (GOLD MINING OPERATIONS)

Location: Karibib, Namibia (Site-Based)

Company: Tara Nawa Recruitment (on behalf of a client)

Contract Type: Full-time

Closing Date: 26 May 2026 @ 7:00PM

Role Purpose

An exciting opportunity exists for an experienced Contract Manager to oversee the performance, delivery, and profitability of operations at a gold mining site in Namibia.

The successful candidate will be responsible for ensuring projects are executed safely, efficiently, and within budget, while leading site teams and maintaining strong relationships with key stakeholders.

Key Responsibilities

Project Performance

- Monitor and control project budgets and financial performance
- Develop and manage monthly budgets
- Review and approve project expenditure
- Drive productivity improvements and cost efficiencies

Project Execution

- Oversee project mobilisation, start-up, and ongoing operations
- Manage contract administration, including invoicing and reporting
- Ensure compliance with Safety, Health, Environment, and Quality (SHEQ) standards
- Conduct and support compliance and safety audits

Stakeholder Management

- Build and maintain strong relationships with clients, suppliers, and local communities
- Collaborate with internal teams to ensure project success
- Ensure high levels of customer satisfaction and service delivery

Business Development

- Identify and pursue growth opportunities within the region
- Support organic growth initiatives and cross-selling opportunities
- Contribute to regional strategy and expansion plans

Team Leadership

- Lead, mentor, and develop site-based teams
 - Drive a culture of safety, accountability, and high performance
 - Manage workforce planning, training, and development
 - Promote employee engagement and continuous improvement
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Minimum Requirements

Qualifications:

- Diploma or Certificate in Engineering (or equivalent)
- Project Management qualification or equivalent experience

Experience:

- Minimum of 5 years' experience in project or operational management
 - Minimum of 5 years' supervisory experience in mining or heavy industry
 - Experience in gold mining environments will be advantageous
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Skills & Competencies

- Strong contract and project management expertise
 - Sound financial and commercial acumen
 - Excellent negotiation and stakeholder engagement skills
 - Proven leadership and team management capability
 - Strong planning, organisational, and multitasking skills
 - Commitment to safety and risk management
 - Good computer literacy
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Behavioral Competencies

- Strong decision-making and problem-solving ability
 - Effective communication and interpersonal skills
 - Resilient and able to perform under pressure
 - High level of accountability and ownership
 - Customer-focused mindset
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Working Conditions

- Full-time, site-based role at a gold mining operation in Navachab, Namibia
 - Frequent interaction with operational and mining environments
 - May require extended hours aligned with operational demands
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Remuneration

- Competitive remuneration package
 - Opportunity to work on a well-established gold mining site
 - Career growth in a performance-driven environment
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Additional Requirements

- Namibian citizenship (no expatriates)
 - Willingness to be based on site in Karibib/Navachab
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How to Apply

If you meet the above requirements, please submit:

- A detailed CV
- Certified copies of qualifications
- A copy of your Namibian ID
- A cover letter

Applications must be submitted via: www.jobopportunities.net

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Only shortlisted candidates will be contacted.