

Universal Coal Development IV (Pty) Ltd - New Clydesdale Colliery is an underground and opencast mine situated in Kriel, in the Mpumalanga Province. We are looking for a suitably qualified candidate to occupy the following position:

INTERNAL/EXTERNAL RE-ADVERTISEMENT

Vacancy	Logistics Supervisor
Job Grade	Paterson Grade B-Upper
Employment Type	Permanent
Reports to	Logistics Coordinator
Reference	NCC/LS/2026

PRIMARY PURPOSE: The purpose of the job is to supervise and control all day-to-day logistics activities according to specific Logistics procedures and requirements. Safeguard the company against the loss of revenue or stocks by ensuring that all trucks in and out of the plant are weighed appropriately.

KEY PERFORMANCE AREAS:

- Planning and coordinating internal haulage and external dispatch of coal. This includes managing truck dispatch schedules and turnaround times.
- Fleet monitoring by utilizing tracking devices to monitor fleet performance and safeguard products from theft.
- Safeguard the company against the loss of revenue or stocks by ensuring accurate product weighing, reconciliation of discrepancies, maintenance of weighbridge systems and report any findings to the manager immediately.
- Address all unsafe practices/potential hazardous situations, rectify, and report to the manager.
- Adhere to all Health and Safety practices and promote good housekeeping on an ongoing basis.
- Ensure efficient operation of all weighbridge stations.
- Effective management of weighbridge staff.
- Reconciliation of coal stock levels (Stockpile management)
- Effectively manage relationships with both internal and external customers to promote department and overall company image.
- Attend to customer requests and complaints and conduct regular follow-ups to ensure problems have been resolved.

MINIMUM REQUIREMENTS, QUALIFICATIONS AND EXPERIENCE:

- Grade 12 and /or Diploma in logistics, supply chain management, or equivalent.
- At least 3 years' experience in transport and supply chain management in mining environment.
- At least 1-year supervisory experience.
- Valid driver's license and willingness to travel between sites as required.

SKILLS AND KNOWLEDGE:

- Knowledge of logistics, production process, and product.
- Good communication and interpersonal skills.
- High levels of integrity and honesty.
- Computer literate in the Microsoft Office package.
- Must be medically fit and pass a medical examination as required.

HOW TO APPLY:

Send your updated CV including certified copies of qualifications and ID copy to ncc.jobs@universalcoal.com
Applicants are required to state the reference number of the position they are applying for on the email subject.

Additional information: Preference will be given to internal candidates and suitably qualified candidates from the designated groups in line with the Company's Employment Equity Policy and Plan. Pre-screening, profile testing, medical fitness assessment, and security clearance form part of the recruitment and selection process.

Due to the number of applications, we envisage receiving, only shortlisted candidates will be contacted. Should you not hear from us within 30 days after closing date, please consider your application unsuccessful.

Fraud Alert:

NCC will never ask for money transfers or payments from applicants to secure a job.

Report fraud and corruption through the following methods: online www.behonest.co.za, Toll free number 0800 212 754, WhatsApp number 0860 004 004 and E-mail ndalamo@behonest.co.za

Closing Date: 03 April 2026