



**COLUMBUS
STAINLESS**
— [Pty] Ltd —

Opportunities

Columbus Stainless, founded in 1966 and part of the Multinational Acerinox Group, is proud to be the only producer of stainless steel on the Africa Continent. Durable and 100% recyclable, stainless steel has boundless potential as the preferred metal for the future, and Columbus remains dedicated to playing a significant role in South Africa's growth and development. To remain one of the top stainless steel producers, we recruit excellent calibre people and are committed to training and developing them to reach their full potential and share in our successes.

POSITION: ACCOUNTANT FINANCE - SYSTEMS

PERSON SPECIFICATION:

- Bcom / Bcompt in Accounting / Finance
- Minimum of 5 years' experience in Accounting
- Knowledge of financial reporting
- Excellent knowledge of JD Edwards (accounting Receivable modules) Hubble (Insight) report development, and Onbase
- Advanced MS office package
- High personal integrity and professionalism.
- Strong analytical and problem solving skills.
- Self-motivation and the ability to work independently as well as within a team.
- Excellent organisation and time management abilities plus the capacity to perform under pressure in a fast paced environment.
- Strong communication and interpersonal competencies.

JOB SPECIFICATION:

Your main responsibilities will be:

- Develop financial reports on Hubble (Insight) for all financial disciplines.
- Create data queries on DAS (Data access studio), Excel for reporting, analysis and exercises.
- Ensure financial systems data integrity
- Manage access and security of financial information within Columbus.
- Coordinate various adhoc projects and new system implementations.
- The incumbent will function as a liaison between Finance and the Information Technology department.
- Attend to system queries.
- Log IT job cards for department
- Train team on new systems when required.

POSITION: CONTROL & INSTRUMENTATION TECHNICIAN PLATE AND STEELPLANT

PERSON SPECIFICATION

- Minimum qualification of S4 National diploma / BTech in Electrical/Instrumentation Engineering with 3 to 5 years' experience in the relevant field
- Experience on PLC's (Siemens S5, S7, 1500, TIA portal), Drives (ABB & Siemens), SCADA Systems (Intouch & WinCC, Electrical distribution, PID control loops
- Experience of general control and field instrumentation
- Previous experience on CNC Plasma cutters or Furnaces will be advantages
- Knowledge of Hydraulic and pneumatic systems
- Ability to do report writing and data trending or analysis for reliability engineering
- Ability to work under pressure and meet work deadlines with attention to detail

- Computer literate with thorough knowledge of MS Office

JOB SPECIFICATION

- Provide first line maintenance support to ensure 24 hours coverage in order to enhance plant availability, product quality and cost
- Perform combination of Electrical and Instrumentation tasks
- Provide a service to production to minimize delay times and solve reoccurring delay's
- Perform standard and shutdown schedules and tasks
- Test spares that have been repaired
- Maintain store items (spares) and identify and manage LRU's
- Work in close relation with other Instrumentation Techs, Electricians and Millwrights.
- Standby duties.
- Implementing optimisation and new capital projects.

POSITION: SUPPLY MANAGEMENT ADMINISTRATOR

PERSON SPECIFICATION

- Handling of all matters related to Supplier Management including but not limited to application, name changes, update of information and/ banking details, scope of work updates etc.
- Maintaining and administering all Supplier information.
- Reporting on all Supplier Management matters.
- Handling of all Creditors' Queries related to Supplier Management matters.
- Keeping and maintaining the Supplier B-BBEE information.
- Handling of all Supplier Quality Improvement Notes (SQIN's) until completion.
- Filing.
- Performing all tasks correctly as set out by the Procurement procedure & policies.

JOB SPECIFICATION

- Must have grade 12 with Maths and a Diploma/Certificate in Purchasing would be an added advantage
- Knowledge of industrial consumables spares and applications and maintenance related experience would be advantageous.
- Good knowledge and understanding of the business processes in Columbus.
- PC literacy. Oracle People-Soft knowledge will be an added advantage.
- Good organizational skills to an administrative role, effective time management and flexibility
- Excellent attention to detail
- Self-disciplined and committed to following strict procedures.
- Honesty and respect for confidentiality.
- Self-driven with a sense of urgency

Closing date – 20 May 2021

Interested and suitably qualified candidates can apply online at: www.columbus.co.za or <https://columbus.job.skillsmapafrica.com/>. Applications not meeting the criteria will not be considered. The appointment of a candidate is at the sole discretion of Columbus Stainless, taking into account factors considered relevant, including but not limited to our Employment Equity goals. Correspondence will only be conducted with short-listed candidates. Should you not hear from us within 2 weeks of the closing date, please consider your application unsuccessful. While we have made every attempt to ensure that the details contained in this advertisement are correct, any inadvertent error or omission will not prejudice the rights or obligations of Columbus Stainless and will be rectified immediately upon discovery. Columbus, its employees or representatives never ask for a fee from job seekers. Such requests are fraudulent. Please note that by applying for this/these position/s, you give permission for your CV to be distributed to relevant Line managers and Human Resource Practitioners dealing with the position you applied for.