



**NAMICO**

## Recruitment Portal

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### NAMICO Recruitment Portal

Before applying for a job, please ensure that you have filled out your educational qualifications, professional qualifications, work history and experience, as well as your membership in professional bodies.

Job Title	Mining Engineer - Intern	
Job Type	Contract	
Job Salary		
Job Description	<p>To implement the Divisions' mandates by preparing plans and applications for mineral rights and periodical performance; Implementing mine scheduling, waste rock management and land reclamation plans, managing run of mine stockpiles; preparing reports on mineral rights; implementing mine environmental, safety, and health regulations; carrying out geotechnical assessments and land reclamation operations.</p> <p>To implement the Division's mandate by conducting metallurgical tests, preparing designs for the supervising installation of mineral processing plants, implementing mineral processing waste plans and mine safety,</p>	

	environment, and health regulations, and managing mineral products stockpiles.
<b>Job Specification</b>	<p><b>Key responsibilities/Duties</b></p> <ol style="list-style-type: none"> <li>1. Prepare applications for mineral rights and periodical performance reports;</li> <li>2. Prepare of mine plans;</li> <li>3. Geotechnical assessment of mining areas;</li> <li>4. Implement mine Scheduling;</li> <li>5. Implement waste rock management plans;</li> <li>6. Manage of run of mine stock piles;</li> <li>7. Implement mine safety, environment and health regulations in mining operations;</li> <li>8. Post mining land reclamation operations.</li> </ol> <p><b>Mineral Processing Division</b></p> <ol style="list-style-type: none"> <li>1. Carry out metallurgical tests on mineral ores for optimal beneficiation methods;</li> <li>2. Prepare designs and supervision of installation of mineral processing plant, cutting and polishing plant and any other equipment necessary for mineral beneficiation;</li> <li>3. Prepare and implement mineral processing waste management plans;</li> <li>4. Manage mineral products stockpiles and inventories;</li> <li>5. Implement mine safety, environmental and health regulations in mineral processing</li> </ol> <p><b>Job Dimensions</b></p> <ol style="list-style-type: none"> <li>1. Participate in preparation in departmental budgets and expenditure</li> <li>2. Participate in development of annual procurement and disposal plan</li> </ol> <p><b>Working Conditions</b></p> <p>Primarily operates from the office 70% of the time while engaging in regular local outdoor fieldwork assignments for 30% of the work.</p> <p><b>Job Competences</b></p>

### **Academic Qualifications**

Degree in Mining Engineering or equivalent qualification from a recognized institution

### **Functional Skills**

1. Communication skills
2. Problem Solving Skills
3. Report and minute writing Skills
4. Team player

### **Behavioral attributes**

1. Interpersonal Skills
2. Detail-oriented
3. Commitment to work
4. Integrity
5. Emotional Intelligence
6. Ability to work in a multi racial environment and appreciate other cultures

### **Duration of Internship Twelve**

(12)  
months  
non-  
renewable  
Stipend

The interns will be paid a stipend at a rate as determined by the Public Service Commission.

### **How to Apply**

Interested and qualified graduates are advised to submit their applications quoting the respective Job Reference number to:

The Chief  
Executive  
Officer  
National  
Mining  
Corporation  
P.O Box  
115 -  
00100,  
NAIROBI.

Via the Corporation's recruitment portal:  
<https://recruitment.namico.go.ke>

**The application should include:**

- Application letter
- Curriculum Vitae (CV)
- Copy of National Identification Card
- Certified copies of Academic and Professional certificates
- Names and contacts (telephone and email) of three (3) professional/academic referees.

Applications close on **16<sup>th</sup> September, 2025**, at **1700hours**. Only shortlisted candidates will be contacted. Canvassing of any form will lead to automatic disqualification.

Grade	10	
No Sought	1	
Advert Ref	NAMICO/ME/02/2025	

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Successful candidates will be required to submit clearance certificates from the following bodies:

- Kenya Revenue Authority - (Valid Tax compliance certificate).
- Directorate of Criminal Investigations - (Certificate of good conduct)
- Higher Education Loans Board - (Compliance certificate, where applicable)
- Ethics and Anti – Corruption Commission - (Self-Declaration form)

- Credit Reference Bureau - (Certificate of clearance or credit report)