

INTERNSHIP OPPORTUNITY



ABOUT GEITA GREENFIELDS MINERAL EXPLORATION LIMITED (GGMEL)

Geita Greenfields Mineral Exploration Limited (GGMEL) is a registered exploration company based in Dodoma Tanzania, dealing with mineral exploration in the central regions of Dodoma, Singida, Tabora, and Shinyanga. The company is a subsidiary of AngloGold Ashanti, an international gold producer headquartered in Denver, USA. AngloGold Ashanti (AGA) has operations in more than ten countries across four continents. Applications are invited from ambitious, energetic and performance driven individuals to fill in an internship opportunity mentioned below:

Opportunity: **Intern – Finance & Administration**
Number of Positions: **One (1)**

PURPOSE & DURATION OF THE INTERNSHIP:

The internship programme is for fixed term (12 months) and there is no guarantee of any offer of employment by the company on expiry of the internship period. At the minimum, the Internship programme shall be undertaken in accordance with the “National Internship Guidelines” as published by the Prime Minister’s Office, Labor, Youth, Employment and Disability in September 2017.

QUALIFICATIONS:

- B. Com/ BBA Major in Accounting and/ or Finance
- Minimum GPA of 3.5

EXPERIENCE:

- Prior experience in a finance / accounting role will be an added advantage.

ADDITIONAL REQUIREMENTS:

- Be a Tanzanian citizen.
- The candidate must possess a valid degree certificate. Transcripts only or provisional results will not be accepted.

MODE OF APPLICATION:

- Please apply through our recruitment portal by following the link below. Please click the link or type the URL address on a website browser to access the application portal.
- On the portal you will be required to upload your updated **Resume** (2 pages only and in PDF format). On the portal use the field named ‘*Resume*’ to upload the resume.
- Scanned copies of university **Degree Certificate** and your full Degree **Transcript** (provisional results will not be accepted). Please combine certificate and transcript and upload as one PDF document, don’t upload separately. On the portal use the field named ‘*Cover Letter*’ to upload the certificates.

Application Link: <https://careers.anglogoldashanti.com/job-invite/25031/>

- If you struggle to apply via the link provided, please head over to our website <https://www.geitamine.com/en/people/> for a step-by-step guide on how to apply for internship on our recruitment portal (SuccessFactors).
- You will be required to present original certificates and transcripts if you are contacted for interviews.

APPLICATION DEADLINE:

- Applications should reach the above on or before **6th September 2024 at 5:30 PM**.
- Only shortlisted candidates will be contacted for interviews.

BEWARE OF CONMEN! GGMEL does not receive money in exchange for a job position. Should you be asked for money in exchange for a job offer or suspect such activity, please report this immediately to our Security Department, Investigation Unit, by calling +255 28 216 01 40 Ext 1559 (rates apply) or use our whistle-blowing channels by sending an SMS to +27 73 573 8075 (SMS rates apply) or emailing speakupAGA@ethics-line.com or use the internet at www.tip-offs.com