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## **Chief Executive Officer: COALTECH RESEARCH ASSOCIATION NPC**

We are inviting applications for the position of Chief Executive Officer of Coaltech. The ideal candidate should have at least twenty (20) years' experience in the mining industry, with a minimum of two years in mining related research or project management.

The successful candidate would be required to work for four days per week and his/her duties will include:

- To call for tenders or research proposals, to submit research proposals to the Coaltech Board together with recommendations and to enter into contracts with the relevant natural and juristic persons to execute the projects
- To supervise, monitor, co-ordinate and manage the execution of the Project(s);
- Arrange for progress presentations on the execution of the projects to be made to the Coaltech Board;
- To act as the Accounting Officer for Coaltech and to cause audited financial statements to be drawn up for all moneys expended in connection with the Programme;
- To compile and submit annually to the Coaltech Board a revised budget for the current year as well as a budget for the following year;
- To implement Coaltech Board decisions relating to the application for grants and allocation of funds and the protection of intellectual property rights;
- To report to the Coaltech Board on all matters in connection with the administration, supervision and implementation of the Programme;
- Participation in Coaltech Steering Committees, including administration thereof and liaison with members and researchers;
- Assist in the publication of the Annual Report;
- Facilitate annual ideation sessions of sub-committees
- Facilitate annual strategy workshops of the Board
- Develop funding strategies to expand Coaltech research capabilities
- Develop and execute a Stakeholder Engagement Framework, endorsed by the Board
- To do all such other things as may be required in connection with the Programme.

The financial package will be commensurate with the successful candidate's experience and qualifications.

Please email your CV, including your address, contact numbers and ID to [cbergman@coaltech.co.za](mailto:cbergman@coaltech.co.za) before 31 December 2023.