



Vacancy: Human Resources Manager
Reporting: Managing Director
Location: Swakopmund, Namibia
Company: Reptile Mineral Resources and Exploration (Pty) Ltd (RMR)
Industry: Mining & Exploration

Reptile Mineral Resources and Exploration (Pty) Ltd (RMR), a wholly-owned Namibian subsidiary of ASX-listed Deep Yellow Limited, is seeking a highly experienced and strategic Human Resources (HR) Manager to join our growing team. This is a pivotal role as we transition from exploration into development and production phases. If you have a proven track record in the Namibian mining industry and a passion for driving impactful HR strategies, we want to hear from you. You will bring not only a strong strategic HR capability but also an operational focus and ability to be hands-on to support an evolving site-based workforce.

Why Join RMR?

At RMR, we are committed to growth, innovation, and operational excellence. As part of our senior management team, you will play a critical role in aligning human capital strategies with business objectives, fostering a high-performance culture, and supporting our workforce through a period of exciting transformation.

About the Role

Are you a strategic HR leader ready to make a meaningful impact? We are seeking a dynamic HR Manager to oversee the full spectrum of HR functions and drive excellence across our organization. This is a rare opportunity to shape and build the HR framework and function from the ground up. As the HR Manager, under your leadership you will develop and execute a comprehensive human resource strategy. Your role will span across workforce planning, recruitment, remuneration and benefits, employee and labour relations, learning and organizational development, talent management, HR governance, risk, and compliance.

Key Responsibilities:

Strategic Human Capital Leadership

- Develop and implement HR strategies aligned with operational and business objectives.
- Collaborate with senior leadership and key stakeholders to drive organizational success.
- Lead and mentor the HR team with clear, consistent, and visible leadership.

HR Operations

- Design, implement and maintain HR policies that support business needs and compliance.
- Oversee workforce planning, labour budgeting, and HR cost control.
- Manage the full employee lifecycle—from recruitment and onboarding to performance management, training, and offboarding.
- Lead the selection and implementation of HR systems
- Ensure effective HR administration, reporting, and systems optimization.

Labour Relations & Stakeholder Engagement

- Manage employment contracts, disputes, and compliance with Namibian labour laws.
- Provide expert HR guidance and training across departments.
- Foster positive employee relations and ensure adherence to employment conditions.

Legal Compliance & Governance

- Ensure full compliance with all Namibian labour legislation and regulatory requirements.
- Provide strategic HR advisory services on policies, procedures, and agreements and organizational change.
- Champion best practice in HR governance, risk management, and ethical conduct.

Job specifications:

- A degree in Human Resources Management, Labour Law, Industrial or Organisational Psychology, or a related field.
- Minimum 10 years' experience in a middle or senior management role, with proven experience in transitioning a mining company from exploration to production.
- Strong knowledge of Namibian labour laws and regulations.
- Excellent verbal and written communication skills.
- Valid Code 08 driver's licence.
- Advanced computer literacy and proficiency in HR systems.

We Encourage Diversity

RMR is committed to diversity and inclusion. Previously disadvantaged Namibians are encouraged to apply. RMR offers a competitive remuneration package commensurate with qualifications and experience. Please attach certified copies of your qualifications. Only shortlisted candidates will be contacted. If you are passionate about HR and meet the above criteria, we invite you to apply for this exciting opportunity.

To apply please visit: [//jobopportunities.net/jobs_search.aspx](https://jobopportunities.net/jobs_search.aspx)

Closing date: 15 August 2025
(Correspondence will only be conducted with short-listed candidates.)
