

**Senior Site Manager
Mining Operation
Permanent, Full-Time
Timmins, Ontario**

(File Reference: SSM-2017)

On behalf of our Client, a mineral production and processing facility located in Timmins, Ontario, we are seeking a Senior Site Manager to lead and manage all mining and production activities at three operation sites. Reporting to a Director of Operations, the Senior Site Manager oversees all mining, production, processing and distribution of a product used in the cosmetics and personal care industry.

The incumbent will be responsible for both long and short-term cost control, maintaining compliance with all governmental and administrative policies regarding human resources, safety, health, quality and the environment, and directing/coordinating activities concerned with safe, clean, efficient, quality, and profitable production of company product(s) by performing duties personally or through subordinate managers.

Specific Duties:

- Fully supports location health, safety and environmental (HSE) programs by overseeing their implementation, maintenance and enforcement as well as compliance with Corporate programs.
- Protects and maintains health and safety of employees. Maintain zero LTA's and continually reduce contact incidents by: showing visible commitment through full participation in programs, ensuring all employees develop personal goals, and providing tools and training to do the job.
- Optimizes profits. Minimize the long term cost of production by: monitoring and controlling expenses, maintaining cost effective product inventories, utilizing preventative maintenance, reviewing costs monthly with staff, and utilizing the CIP process to identify opportunities.
- Maintains high performance levels of employees by: maintaining manpower progression plans, and providing ongoing training to meet plan objectives.
- Continuously improves quality of products and services. Achieve a proactive quality organization by: maintaining employee training, integrating supply chain into the quality program, review procedures regularly to ensure they are current and effective, and work with customers to anticipate problems and resolve quickly if they occur.
- Cost effective management of environmental activities, mining methods and land holdings, as well as strengthening community relationships by: achieving ISO 14000 registration, maintaining employee training, reviewing community

plans to ensure effectiveness, and maintaining the mine plan to ensure short term ore supply and define long term resources in terms of market demand.

- Makes presentations to Executive Management and employees, interfaces with community groups, and responds to concerns from managers, employees, regulatory agencies, and the general public.

Other functions:

- Safe and cost effective mining, milling and packaging of the required products in the midst of the change and challenge of corporate and location initiatives (such as OE, OPEX, ISO 9000:2000, ISO 14000, capital projects, and new product/process developments.) Normal challenges associated with holding a key Leadership/management, professional role within the organization.
- Resolves problems by analyzing information, identifying and evaluating optional courses of action, resolving discrepancies by weighing interests, contributes to the development of new concepts and techniques in an operational context, and potentially hazardous environment of open pit mining and industrial minerals milling.
- theoretical knowledge, comparing and measuring against the state-of-the-art
- practices Tap root analysis (incidents, accidents)
- prioritization and project management
- such as resources shortage, priority management, mine and mill operation and strategic project management at the same time; staffing/personnel issues; responding to grievances.
- The role has an important financial impact on mining and milling cost. To achieve the objectives of this role advanced knowledge of the value chain (processing, marketing, storage, packaging, shipping) is required.
- The position is impacted by: group safety policy, market needs, Plants needs, decisions taken by the VP Operations and other high level positions.
- The job holder is responsible for all technical and economic aspects of the mining process including: milling, sales/customer service, packaging, import/export of crude ore for processing and finished goods.

Skills/Knowledge/Experience required performing the job:

- Previous management experience in a Mine, Milling or Materials processing environment ideally with an Engineering, Chemistry or a relatable degree, diploma or certificate.
- Financial skills are necessary to manage budgets of multiple locations, explain variances, evaluate projects and prioritize allocation of resources in an expanding marketplace.
- Training and team building skills will be needed to improve individual competencies, place the right person in the right role, Sustainable Safety and Health as well as develop focused group action.

- Communications skills are necessary to appropriately interact with employees , represented or not, at all levels of the organization as well as external customers.
- Delegation skills are necessary to effectively plan, direct and assign work within multi sites and foreign countries.

For further position details and consideration, highly qualified Candidates are invited to submit their resume information in confidence to (please quote the File Reference number above):

Recruiting Manager

SHRP Limited

hr@savinohrp.ca

www.savinohrp.ca

All Applications treated confidentially. While we appreciate all applications, we can only contact those individuals selected for interview.

We are committed to providing accommodation for persons with disabilities.
Accommodation will be provided as part of our hiring process (if accommodation is required, Applicants are requested to make their needs known in advance).