

Coordinator, Packing Plant

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Company: Dangote Group

Location: Ndola

Category: other-general

Coordinate cement packing and loading activities to ensure proper packing and timely loading of cement at the plant; ensure packing plant activities comply with regulatory requirements and DCC specification to ensure preset quality standards are maintained.

KEY DUTIES AND RESPONSIBILITIES

Oversee the implementation of approved packing plant plan at the plant to ensure established targets are met.

Ensure that packing plant processes are implemented in line with agreed upon procedures and guidelines.

Ensure clearance is received from the Head Production and Head Quality Control & Assurance before commencement of packing and loading of cement.

Supervise the management of packing plant shift teams to ensure effective and efficient execution of packing plant activities and achievement of daily production targets.

Ensure that all maintenance packing plant activities are carried out efficiently and in a timely manner.

Oversee the activities of all packing plant machine operators to ensure safety of personnel and appropriate utilization of machines.

Ensure all issues at the packing plant are resolved immediately to ensure timely dispatch of cement and prevent damage/loss.

Ensure packing plant environment is clean and tidy at all times.

Provide leadership and guidance to subordinates

Perform any other duties assigned by the Plant Director / Manager.

Requirements

Bachelor's degree or its equivalent in any discipline.

Postgraduate/relevant professional qualification will be an added advantage.

Minimum of thirteen (13) years relevant work experience with at least four (4) years at management level.

SKILLS & COMPETENCIES

In-depth knowledge of cement production process

In-depth knowledge of the cement industry (local and international)

In-depth knowledge of best practice in packing plant operations

In-depth knowledge of the cement packing machines and their functions

Excellent project management and leadership skills

Good problem solving and analysis skills

Ability to pay attention to details

Good relationship management skills

Proficiency in Microsoft Office Suites

Benefits

Medical Insurance Cover

In-House Pension Scheme

Quarterly Production Bonus

Life Assurance

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