

## Public Relations Manager

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Company: Dangote Group

Location: Ndola

Category: other-general

Manages timely and accurate preparation of responses to press and public queries to state the company's position.

Coordinate the timely production of brochures, magazines, newsletters, videos, and other materials in order to facilitate the dissemination of information.

Planning and coordination of corporate events to create awareness on the operations and functions of DCZL.

Coordinate the implementation of approved DCP corporate social responsibility and community development initiatives at assigned location.

Build and maintain relationships with key stakeholders in the community as well as government and regulatory stakeholders at assigned Dangote Cement Zambia

Provide input on external relations policy, strategy, and implementation and assess the need for new policies and/ or changes to the sustainability plan and proffer recommendations.

Interface with government, other agencies, or the public on sustainability related matters at assigned location

Review Sustainability program objectives, progress, or status to ensure compliance with policies, standards, regulations, or laws of area

Evaluate and report on the effectiveness of the DCP's stakeholder relations, sustainability, and corporate social responsibility initiatives (DCZL), making appropriate improvements and recommendations.

Strong Knowledge of cement business and understanding of the industry including trends and practices

Track and analyze plant expenditure on corporate social responsibility and sustainability initiatives for input into relevant report

Candidate be social media friendly.

Prepare agreed activity and performance reports on a timely basis, for the attention of the Country Head (CEO).

Perform any other duties as may be assigned by the Country Head (CEO).

## **Requirements**

Full grade twelve (12) certificate.

Bachelor's degree or its equivalent in Marketing, Public Relations, Journalism, Mass media, Political or Social Sciences, International Relations, or other related fields.

Minimum of eight (10) years relevant work experience of which two (2) should be at Management level

Excellent written and oral communication skills

Member of the Public relations association (ZAPRA)

## **Benefits**

Medical Insurance Cover

In-House Pension Scheme

Quarterly Production Bonus

Life Assurance

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