

Job Description

The Mine Manager is responsible for overall management, direction and co-ordination of mine operations. The individual will ensure that operations and production objectives are met at the lowest possible cost and achieve these objectives by delegating authority to key supervisors in mine production, mine engineering and other related functions. This position is also responsible for short and long term planning, capital operating budgeting, engineering and cost studies for mine expansion, mine equipment selection and acquisition and tendering, and awarding of major supply contracts.

Responsibilities

- Responsible for the safety of the mine staff and capital assets
- Directions, controls and supervises all mine related activities
- Generate, communicate and implement a vision for the growth of the mine department and your direct reports that will support at all levels the expected growth of the operation
- Provide overall direction for design and execution of the mine plan
- Oversee the development and implementation of pit control standards
- Responsible for short and long term planning, and capital, operating and maintenance budgets
- Co-ordinates the activity of mine personnel, with emphases on safety
- Ensures production objectives are met at the lowest cost and highest quality
- Achieves objectives through strong leadership, teamwork and delegation to supervisors
- Oversee mine training programs, entry level and advanced
- Assume administrative and financial requirements including budgets, report writing, tables and spreadsheets
- Ensures the smooth flow of information and documentation between the Mine Department and the Company's Administrative and Financial departments, meeting regulatory, policy and procedural requirements.
- Promote team-building at all levels, and a respectful cross-cultural work environment
- Other duties may be assigned from time to time as required by the Company

Qualifications

- 10+years of operational/management experience
- B.Sc. in Mining Engineering and P. Eng designation
- Underground experience an asset
- Proficient with resource modeling techniques
- Mineral economies/mine evaluation experience