

External Vacancy

Sierra Mineral Holdings I Limited (A Bauxite Mining Company) Gondama Plant Site, Moyamba District, Southern Sierra Leone, West Africa

Sierra Mineral Holdings I Limited invites applications from accomplished professionals to join our team as:

Position: Port Superintendent

Reports to: Port Manager

Contract Type: Local – Fixed Term (10 Months)

Salary: Competitive

Job Overview

The **Port Superintendent** is responsible for managing and overseeing the operations of the port facility, where the mined products are transported and loaded onto ships for delivery. This role requires strong leadership, operational oversight, and effective coordination between various departments to ensure the smooth handling of cargo, strict adherence to safety and environmental regulations, and efficient logistical operations

Key Responsibilities

- Oversee the daily operations of the port, ensuring the smooth and efficient handling of materials (e.g., coal, iron ore, or other minerals).
- Ensure adherence to the company's standards and operational procedures for loading, unloading, and storage.
- Coordinate the arrival and departure of ships, ensuring timeliness and compliance with schedules.
- Ensure compliance with local, national, and international safety regulations and environmental standards.
- Implement safety programs and conduct regular safety drills for port staff.
- Identify hazards and risks within port operations, taking corrective actions as necessary.
- Ensure environmental protection procedures are followed, such as managing dust control, waste management, and spill prevention.
- Coordinate with mining and shipping teams to ensure the smooth flow of materials from the mine to the port and onto ships.
- Work closely with logistics teams to plan shipments and manage storage capacity at the port.
- Ensure proper inventory management of the stored materials at the port.
- Supervise port personnel, including dock workers, equipment operators, and other support staff.
- Ensure staff are adequately trained and have the necessary skills to perform their duties safely and efficiently.
- Manage staffing schedules and resolve any staffing or performance issues.
- Oversee the preparation of shipping documentation, including bills of lading, manifests, and customs documentation.
- Maintain records of inventory, shipments, and port activities for tracking and reporting purposes.
- Provide regular reports to senior management regarding port operations, including performance metrics, operational issues, and safety records.
- Ensure that port infrastructure, such as loading docks, cranes, and conveyors, is properly maintained and in good working order.
- Coordinate repairs and servicing of equipment to avoid operational disruptions.
- Monitor inventory levels of spare parts and other essential materials for port operations

1. Experience Requirements

Experience:

- At least 5-7 years of experience in port operations, logistics, or related fields, with a focus on bulk cargo handling.
- Proven experience in a supervisory or managerial role, overseeing day-to-day port operations or similar environments.
- Experience working in the mining or heavy industry sectors is highly advantageous.
- Hands-on experience managing port infrastructure, ensuring the efficient loading and unloading of materials.

Skills:

- Ability to manage and motivate a team of port workers, logistics staff, and other stakeholders.
- Strong decision-making and problem-solving skills to address operational challenges quickly.
- Excellent communication skills to liaise with senior management, port authorities, shipping companies, and other stakeholders.
- In-depth knowledge of port operations, including cargo handling, logistics, and safety protocols.
- Understanding of the types of cargo handled in mining ports, such as bulk materials (e.g., bauxite, iron ore, etc.).
- Familiarity with port handling equipment, such as cranes, conveyors, and other bulk cargo machinery.
- Strong understanding of health, safety, and environmental regulations specific to port and mining operations.
- Competence in planning, organizing, and overseeing projects related to port development, equipment maintenance, and other operational improvements.
- Strong logistical skills to manage the flow of materials from the mine to the port and onto ships.

2. Qualification Requirements

- A **Bachelor's degree** in a relevant field, such as **Maritime Studies, Logistics, Supply Chain Management, Civil Engineering, or Business Administration, Port Management, Transport Economics**, or related fields.

Why Join SMHL?

- Opportunity to work with a dynamic and forward-thinking team in a globally recognized mining operation.
- Attractive remuneration and benefits package.
- A challenging and rewarding career in a fast-paced industry.

How to Apply

Submit your application, including a detailed CV, cover letter, and copies of relevant certificates, to:

The Human Resource & Corporate Affairs Manager

Sierra Mineral Holdings Limited

Gondama Plant Site

Alternatively, email your application to:

smbhrecruitment@sierramineral.com

Closing Date: 14th February 2025

Note: Applications will be reviewed on a rolling basis, and only shortlisted candidates will be contacted.

Sierra Mineral Holdings 1 Ltd

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