



INTERNAL AND EXTERNAL ADVERT

JOB TITILE	:	BUSINESS IMPROVEMENT MANAGER
DEPARTMENT	:	MINE MANAGEMENT
LOCATION	:	VLAKFONTEIN MINE – MPUMALANGA
TYPE OF EMPLOYMENT	:	PERMANENT

Job Purpose: Business Improvement Manager, will be responsible for analysing existing business processes, identifying areas for improvement, and implementing strategies to enhance overall organisational performance, enhance efficiency, productivity and profitability of AEMFC. Incumbent will work closely with various stakeholders across departments to streamline operations, reduce costs, and drive sustainable growth.

Minimum Requirements

- Bachelor's degree in Business Administration, Management, Mining, Engineering, or related field.
- Minimum of eight (8) years' experience in mining industry with three (3) year managerial experience.
- Proven experience in business process improvement, change management, and project management.
- Strong analytical and problem-solving skills with the ability to think strategically and act tactically.
- Excellent communication and interpersonal skills, with the ability to influence and collaborate effectively at all levels of the organization.
- Valid driver's license.
- Medical Certificate of Fitness

Minimum Experience:**Advantageous:**

- Minimum of two (2) years' experience in a Contractor Management and Production Management.
- Experience and knowledge in operating model roll out.
- Experience in the use of tools e.g. lean manufacturing & constraints analysis or operating model (Analyse & Improve Methodology).
- Certification in project management (e.g., PMP, Prince2) and/or process improvement methodologies is a plus.
- Proficiency in process mapping and analysis tools such as Six Sigma, Lean, or Business Process Modeling Notation (BPMN)
- Experience in the use of project management and planning software packages.
- Related Master's degree qualification will be preferred.

Responsibilities**Process Analysis and Optimization:**

- Evaluate current business processes and workflows to identify inefficiencies and areas for improvement.
- Conduct root cause analysis to understand underlying issues and develop solutions for optimization.
- Design and implement streamlined processes to increase efficiency and productivity.

Change Management:

- Lead change initiatives within the organization by fostering a culture of continuous improvement.
- Develop and execute change management plans to ensure smooth transitions and minimize resistance.
- Provide training and support to employees to facilitate the adoption of new processes and technologies.

Performance Measurement and Monitoring:

- Establish key performance indicators (KPIs) to measure the success of improvement initiatives.
- Monitor and analyse performance metrics to track progress and identify areas for further optimization.
- Generate reports and presentations to communicate results and recommendations to senior management.

- Cross-Functional Collaboration:
- Collaborate with stakeholders across departments to gather insights and align improvement efforts with strategic objectives.
- Facilitate cross-functional workshops and meetings to drive collaboration and innovation.
- Build strong relationships with key stakeholders to ensure buy-in and support for improvement initiatives.

Project Management:

- Develop project plans, timelines, and budgets for improvement initiatives.
- Coordinate project teams and resources to execute plans effectively and achieve project goals.
- Monitor project progress, identify risks and issues, and implement corrective actions as necessary.

Continuous Improvement Culture:

- Promote a culture of continuous improvement by encouraging feedback, innovation, and knowledge sharing.
- Identify opportunities for automation and digitization to streamline processes and increase efficiency.
- Stay informed about industry best practices and emerging trends in business process improvement.
- Facilitate with Head of departments to ensure that there is common alignment of Asset Optimisation projects undertaken.

CLOSING DATE: 09 May 2024. Please submit a detailed CV with certified copies of your qualifications to: AERecruitment@aemfc.co.za use the name of the position mentioned above as a subject line.

Terms and Conditions: AEMFC retains the right not make an appointment. Correspondence will be with shortlisted candidates only.

Applications received after the closing date will not be considered. If you have not heard from us within 90 days of the closing date, assume that your application was not successful. Preference will be given to previously disadvantaged groups including those with disabilities, but all candidates shall be assessed against the set criteria.

NB: As part of our recruitment process, candidates will be required to undergo Vetting/Security clearance and reference checks.

In order to consider any application for employment, AEMFC will have to process your personal information. The documents will solely be used for recruitment purposes. The Protection of Personal Information Act, 4 of 2013 (POPIA), provides that when one processes another's personal information such collection, retention, dissemination, and use of that person's information must be done in a lawful and transparent manner.