

## POSITION JOB PROFILE

<b>INCUMBENT: N/A</b>	<b>DESIGNATION: Tokadeh</b>
<b>POSITION/JOB TITLE: Senior Geologist</b>	<b>LOCATION: Yekepa / Tokadeh/Yuelliton</b>
<b>FUNCTIONAL AREA: ArcelorMittal Liberia Projects</b>	<b>SEGMENT: Projects</b>
<b>DISCIPLINE:</b>	
<b>REPORTING TO: Project Geologist</b>	<b>BUSINESS UNIT: AM Liberia</b>
<b>No OF PEOPLE MANAGED:</b>	<b>OPERATING UNIT: Projects</b>
<b>DATE &amp; AUTHOR:</b>	<b>TURNOVER: Projects, Tokadeh Exploration Drilling</b>

### PRIMARY FUNCTION OF JOB *(Mission)*

- To carry out all duties in accordance with AML health and safety regulation and follow standard operating procedure related to your work.
- To assist the Project Geologists in undertaking exploration or prospecting activities in the AML concessionary area and must be ready to work in remote locations.
- To coordinate drilling activities at the field and offer on-the-job training to the local geologists.
- To monitor and keep daily activity records of rig and equipment performances.
- To supervise activities relating to diamond drill core handling, processing, sampling, and sample dispatch to the laboratory.
- To undertake geological, geotechnical core logging and section updates.
- Knowledgeable and to provide industry standard QA&QC protocols.
- To perform other exploration activities such trenching, pitting, bush cutting, sampling, density measurements, etc.
- Prepare reports and graphics to convey the progress of exploration programs.
- Adhere to all safety regulations, company rules and policies
- Provide effective assistant to all field geologists
- Contribute to ensure that quality is achieved in all geological activities at ArcelorMittal Liberia mining sites.
- And any other duties that may be assigned from time to time.

### MAJOR DUTIES OF JOB HOLDER *Main Responsibilities. (Mention the differentiating factors, end products and accountabilities where no signoff is needed)*

#### **Safety**

- Adhere to all Health and Safety Policies and Procedures
- Actively contribute to site safety policy and new initiatives and respect the implementation of change as directed by the CEO.
- Attend monthly safety meetings with department personnel and ensure the agreed action plans are achieved.

- Participate in a pro-active safety culture by the identification, development, and review of safe practices and procedures and by ensuring the awareness of all departmental personnel.
- Actively promote the compliance of personnel with safe work practices.
- Ensure all incidents are reported and investigated according to Company and statutory requirements and all recommended corrective actions are completed.
- Ensure all health and hygiene risks in the work areas are identified and reported.

#### **Environment**

- Ensure all incidents are reported and investigated according to Company policy and statutory requirements and all recommended corrective actions are completed.
- Seek advice and assistance from the Environment team in the development and implementation of improvement programs to achieve aspects such as agreed eco-efficiency targets, hazardous waste disposal and spill cleanup.

#### **Employee Development**

- Participate in personal Training and Development to improve skills.

### **Education Requirements for this position (Formal qualifications)**

#### **Essential**

- Minimum of bachelor's degree in Geology/ Geological Engineering

#### **Desirable**

- Minimum of 10 years progressive experience as a geologist, with at least 5 of those years in Iron Ore exploration/ mining.

### **Key experiences needed prior to taking this position**

#### **Essential**

- Strong working experience with Surpac/ Leapfrog and ArcGIS software is required.
- Strong working knowledge of Microsoft Office is required.
- Strong database management and reporting skills.

#### **Desirable**

- Excellent oral and written communication skills and a strong commitment to working in a safe and socially responsible manner.
- Excellent problem-solving skills with complex problems, including both definition of the problem and generation and evaluation of solutions.
- Proven people management and contractor management skills.
- Ability to work in multiple-task environment and properly assign priorities.

### **Specific skills required for this position**

#### **Essential**

- Project coordinating skills
- Mentorship qualities – willingness to share knowledge and serve as a role model
- Able and willing to take instruction and have a decision-making capability
- Structured thinker, high level of Intuition and high EQ.

### Personal Attributes needed to fulfill requirements of position

#### Essential

- Be physically fit and be able to pass a pre-employment medical examination.
- Interpersonal skills.
- Time management and demonstration of professionalism at work
- Have a sense of urgency to meet deadlines

#### Desirable

- Prepared to face new challenges

### Typical Career Path

1. Project Geologist
2. Geology Manager

#### TO APPLY:

**Kindly address your letter to: Recruitment Unit, Human Resource Department ArcelorMittal Liberia.**

Please submit your letter of application electronically along with your Curriculum Vitae as well as copies of your academic credentials in a **ZIP folder** to: [liberia.jobs@arcelormittal.com](mailto:liberia.jobs@arcelormittal.com) **Please note that hard copy application will not be accepted.**

All Envelops or Emails subject line should be marked with the position you are applying for. Deadline for receipt of applications: **September 26, 2021 at 5:00 P.M.** Please note the following: Only short-listed candidates will be contacted.

**FEMALE APPLICANTS ARE HIGHLY ENCOURAGED  
TO APPLY**