

JOB VACANCY

INCUMBENT: Vacant	DESIGNATION: Senior Manager
POSITION/JOB TITLE: Senior Manager Construction - Project	LOCATION: Buchanan
FUNCTIONAL AREA: Projects	SEGMENT: Mining
DISCIPLINE: Execution Management	
REPORTING TO: Director - Projects	BUSINESS UNIT: AM Liberia
Date Authored: April 1, 2021	No of persons Managed: N/A

PRIMARY FUNCTION OF JOB *(Mission)*

The Senior Manager Execution/Construction has the overall responsibility for direction and delivery of project execution/construction outcomes within safety, schedule, cost, quality and environmental criteria for the project.

This includes primary responsibility for planning, execution and closing activities necessary to successfully construct the project to the KPI's.

To ensure adherence to best practise construction management principles whilst managing the project execution/construction services.

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

Core Accountabilities

- Provide leadership and direction of safety management across all facets of the project construction
- Comply with all aspects of ArcelorMittal and ArcelorMittal Liberia policies and values including the AM Code of Conduct.
- Participate and lead Environment and Community representation and activities in conjunction with AML leadership
- Ensure project requirements (safely / timely / budget / people / quality etc.) are conveyed in a timely manner to Operations and ECM contract personnel.
- Project construction related communication or progress meetings, where project construction related requirements / discussions / negotiations will occur.
- Mentor and coach Owners' team members and project engineers.
- Build relationships with ECM Functional Leads and internal stakeholders to ensure execution/construction problems are addressed and resolved effectively in a timely manner.
- Ensure direct reports are provided with clear direction and work expectations.
- Continuously seeking (or encouraging others to seek) opportunities for different and innovative approaches to addressing execution/construction related organisational or technical problems and

opportunities; using appropriate interpersonal styles and methods to inspire and guide individuals and teams towards goal achievement; establishing and accomplishing significant personal and team goals.

- Periodically assess competency and performance of direct reports against business requirements and prepare corrective and development plans as necessary.
- Develop effective communication processes to maintain and motivate employees, ensuring they work to achieve the best outcome.

Project Specific Accountabilities

- Management of overall project construction, stakeholder requirements and governance processes throughout the project construction and commissioning lifecycle including implementation of appropriate project execution and construction management plan that will ensure successful delivery of the project.
- Act as the daily “point of contact” between the ECM and the existing operating facilities to ensure minimal disruption to both operations and construction activities.
- Determination and control of project construction scope and deliverables including change control management.
- Development, monitoring and control of achievable project construction schedule.
- Identification, formulation and control of project cost budget ensuring project construction is appropriately funded and completed within the approved budget.
- Determine and implement quality requirements and improvements in project ensuring constructed deliverables will satisfy the Project objectives and grow value.
- Determine required resources to manage project construction tasks including selection and appointment of resources and development of cohesive project team.
- Review the planned, actual and forecast construction resource levels for the ECM, OEM consultants and contractors and challenge on this where necessary.
- Manage timely and appropriate generation and distribution of project construction information via formal structures and processes.
- Identification, analysis and mitigation of potential risk events including establishment of risk register and initiation of corrective action when required.
- Oversight and monitoring of residual procurement process for the project including satisfactory acquisition of goods and services and compliant contract management.
- Ensure project construction performs exceptionally in the context of health, safety, environment and community during the project’s lifecycle.
- Oversees the management of site construction activities necessary to attain project scope including fabrication, assembly, erection and installation of facilities.
- Oversees the management of pre-commissioning, commissioning and handover activities undertaken to bring project scope into production
- Ensure required construction funding for project is provided in a responsible and timely manner including provision of information necessary for budget submissions, funding approvals, financial forecasts and vendor payment approvals.

- Selection and implementation of appropriate construction systems and technology to support project controls including safety management, engineering design, document control, scheduling, resource management, financial management and reporting.
- Establish a system to manage construction “Requests for information” and “Technical queries” raised with the Owner’s Project Team by the construction contractors to ensure the flow of information is controlled, recorded and time frames are met.
- Participate in project close out review and post investment reviews where required.

Safety

- Provide leadership necessary to ensure that construction employees and any contractors adhere to safety and environmental standards that meet or exceed industry standards and any applicable legislation.
- Ensure all department personnel are adequately inducted in their work area and are aware of all workplace rules and critical procedures applying at the workplace.
- Actively contribute to site safety policy and new initiatives and implement change as directed by the Project Director and/or CEO.
- Develop and promote a pro-active construction safety culture by the identification, development, and review of safe practices and procedures and by ensuring the awareness of all departmental personnel.
- Actively promote, monitor and enforce compliance of construction personnel with safe work practices.
- Ensure all construction 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 construction work areas are identified and controlled.

Environment

- Ensure environmental programs are legally compliant during construction and the risk is reduced to environmental incidents through:
 - Provision of adequate facilities and equipment
 - Participation in the development and enforcement of appropriate procedures
 - Provision of awareness and skills training to ensure a competent workforce.
- Ensure all construction 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 construction based improvement programs to achieve aspects such as agreed eco-efficiency targets, hazardous waste disposal and spill cleanup.

Employee Development

- Develop and maintain a departmental structure that adheres to ArcelorMittal policies, enables teamwork and personal development while focusing on the achievement of results.
- Ensure training and coaching is provided to all department employees, with specific attention to National and Local employees as part of the Company’s Training and Localisation Plan.
- Ensure all members of the department have clearly defined accountabilities and roles and that individual development plans are in place to enable goals to be achieved.
- Ensure all members of the department receive feedback on their performance and participate in formal GEDP and performance review processes.
- Develop a succession plan for direct report roles.

Financial

- Review capital requirements for construction items, to meet long term objectives of the Company.
- Review construction expenditure, on a monthly basis and ensure all variances to budget are investigated and explained.
- Identify specific areas for cost improvement during construction and ensure the development and implementation of action plans to achieve these gains.
- Coordinate compilation of the annual construction budget.

Reporting

- Review and monitor all construction safety, service level and financial performance indicators and initiate corrective action where necessary.
- Deliver reports to the Project Director on agreed performance indicators and to agreed standard and schedule.

Education Requirements for this position (Formal qualifications)

Essential

- *Professionally qualified:*
 - *Construction Manager (Post Grad. Degree, Advanced Diploma, Graduate Certificate)*
 - *Structural, Civil, Mechanical or Electrical Engineer*

Desirable

- *Post Graduate Management Qualification*
- *Master degree in Business Administration*

Key experiences needed prior to taking this position

Essential

- *Proven and measurable leadership of safety behaviours and systems within a large project construction environment*
- *Proven Construction Manager/Director with execution phase experience at senior level on Mining, Processing and/or Materials Handling Infrastructure Capital Projects \$1B plus, for 5 to 10 years.*
- *Proven experience in executing and constructing Brownfield Processing and/or Materials Handling Infrastructure Projects (minimum 3 years) to the value of a minimum of 500 million USD in Iron ore or hard rock mining*
- *Proven multi discipline, construction based EPCM/ECM Processing and/or Materials Handling Infrastructure Project delivery experience in similar projects and industry*
- *Proven Owners team / client management experience in construction phase team assembly and development*
- *Demonstrated and measurable, successful delivery in a relevant industry or project discipline in which the particular project is being executed in accordance with agreed KPI's*
- *Proactive and practical 'out of the box' thinker and creator of executable and measurable solutions and plans that acts as a delivery agent.*

- High level understanding of all relevant legislation affecting the employment and construction safety of persons in the mining industry in Africa particularly West/Central Africa.
- Demonstrated and measurable application of continuous construction improvement ideas that respond to the particular construction challenges that arise in each phase, discipline or function of a project in execution
- Demonstrated and measurable experience in reacting, investigating and responding to construction incident/accidents on multi-discipline construction projects

Desirable

- Prior experience in similar construction roles in Africa, particularly West or Central with demonstrated and measurable positive outcomes will be an advantage.

Specific skills required for this position

Essential

- *Solid understanding of preparation or development of construction based structures and systems to ensure effective environmental controls and management*
- Demonstrated ability to motivate and lead construction teams of highly skilled and experienced personnel having diverse cultural backgrounds.
- Must have excellent written and oral communication skills in English and show a commitment to understand local culture and impart your construction and technical knowledge to the local Liberian construction personnel.
- Able to deliver results on quoted targets and to construct systems that are the best method now and sustainable into the future.
- Provide construction support without removing responsibility (to build ownership).
- Seeks to engage with all people associated with the AML Operations and to understand, learn from and share cultural differences.
- Demonstrated application of continuous improvement ideas

Computer Skills:

- Good computer skills with the ability to use integrated management systems, word processing, presentation and spreadsheet applications.

Communication Skills:

- Ability to communicate effectively across all levels
- Confident communicator with senior management and external stakeholders
- Strong report writing and presentation skills.

Desirable

- Maintains or enhances other's self-esteem.
- Listens and responds with empathy.
- Knowledge of Liberian customs and legal processes

Personal Attributes needed to fulfill requirements of position

Essential

- Be physically fit and be able to pass a pre-employment medical examination.
- Commitment to training of Liberian national citizens
- Able to deliver results on quoted targets.
- Able to build relationships and engage people in continuous improvement processes.
- Always identifies the construction priorities correctly and works in a self-directed manner.
- Constructs systems that are the best method now and sustainable into the future.
- Able to step back from direct control of “hands on” work.
- Successfully delegates and trusts specialist staff for technical support.
- Manages interacting projects.
- Shares thoughts, feelings and rationale (to build trust).
- Provide support without removing responsibility (to build ownership).
- Seeks to engage with all people associated with the AML Operations and to understand, learn from and share cultural differences.

Desirable

- Prepared to challenge “the way we do things”.

To apply:

Please submit your letter of application along with your Curriculum Vitae Liberia.jobs@arcelormittal.com or at the Security Gates/Desk in Yekepa and Buchanan. All Envelops or Email subject should be marked with the position you are applying for.

Deadline for receipt of applications: April 30, at 5:00 p.m.

Please note the following:

Only short-listed candidates will be contacted.

FEMALE APPLICANTS ARE HIGHLY ENCOURAGED TO APPLY