

Job Description

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Job Title Job Location Category

Head Production Dar es Salaam

Job Type Job level Industry

Full Time Head of Department Construction, Manufacturing

Open to Expatriates

Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget Max Budget Primary Industry

- Construction: 5 Years

Secondary Industry Primary Category Secondary Category

Manufacturing: 5 Years - -

Certificate Qualification

- -

Summary

The Head Production will be responsible for the direct management and handling of all production functions at the Company's facilities.

Responsibilities

KPA - KEY PERFORMANCE AREAS

Safety

- Maintain safety work environment by taking action to correct requests for preventative and corrective actions and on a daily basis, inspect working installations and environment.
- Assist in ensuring a smooth running of the plant by ensuring the availability of the required resources Ensure that all
 applicable training is given to the production personnel.
- · Lead of HSE & consents manager.

Quality

- Keep up to date with all procedures applicable to the production department according Organisation's standards.
- Collaborate to the development and revision of procedures related to the department.
- Ensure that the production procedures are respected, corrective actions taken during non conformity
- Apply the preventative maintenance system, ensure that assets are treated with care and that maintenance, repair and replacement cost are kept at minimum.
- Control stock of spare parts
- Ensure that the quality control is done on raw materials and finished products.
- Ensures ISO certification (task of HSE manager)

Environment

- Implement the procedures of the environmental management program applicable to his/her activity sector.
- Collaborate to the development and revision of procedures related to the department.
- Ensure training related to the environmental management programme is conducted.

Planning

• Ensure efficient planning of resources (raw materials, personnel, equipment) according to the production schedule.

Production

- Maintain product availability at a minimum cost while increasing the productivity and aiming for constant improvement.
- Manage the research for solution by re-established circuits.
- Ensure the implementation of the solutions and corrective actions.

Other Principal Accountabilities:

- Participate to the development and implementation of equipment purchase or equipment modification projects to the investment plan established in collaboration with the R&D Manager and Financial Controller.
- Collaborate with persons in charge if other related departments in order to maximize the responsibility of the operations group.
- Complete and process the difference forms related to the tasks.
- · Participate to different task forces (Health & Safety, LET, QA and Environmental)

Leadership

• Lead of production team, EHS manager and cleaning & maintenance team Ensure discipline, care for assets, cleanliness at factory.

General

- Undertakes such additional duties which may from time to time be assigned to the Employee in the discharge of his/her / her duties.
- To ensure that a correct and proper image of the Company is always maintained.
- · Active participation on management of company

Education & Qualifications

Competencies Required

- Self-starter
- · Attention to detail.
- · Accuracy in their numerical abilities
- Knowledge in cost effective maintenance
- Experienced in ERP systems and application of MS Office tools.
- Technical Knowledge: Understanding production process, Machinery and technology relevant to the industry, Quality control standards and procedures, Familiar with health and safety regulations in the workplace.
- · Quality Focus: Committed to Maintaining high-quality standards through the production process
- Regulatory Compliance: Experience working with regulatory bodies and ensuring that production process meet legal requirements industry regulations and compliance standards.
- Project Management: Experience in managing projects within given timeframe and budget.
- · Leadership, Planning and Organizational Skills
- · Communication Skills and problem-solving abilities
- Adaptability: Flexibility to adapt to change in production requirements or unexpected issues/customer demands and willingness to embrace new technologies and methodologies to improve production processes.

Requirements

Education and experience

- · Min 5 years in a senior role within a Manufacturing Environment
- Engineering background (mechanical, electrical)
- · Experience in line management function

Characteristics

Special requirements

- Regular and on time attendance
- Will be required to work overtime.
- Overseas travel may be required.

Driving Licence

Not Required

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