MINING GEOTECHNICAL MANAGER POSITION

POSITION DESCRIPTION

Position Summary

The Mining Geotechnical Manager is a role of responsibility and will be involved in a variety of small to large projects and provide strong management and technical expertise to the Geotechnical Engineering business unit of GEOHART CONSULTANTS, Victoria or Western Australia based – across Australia and other parts of the world except America and North America. A key objective of the role will be to enhance Geohart Consultants reputation in the mining geotechnical field in open cut and underground mine geotechnics and other related work. This will involve identification of key mining client to develop a long term working relationship with these clients. Additionally, it is intended that you assist in the identification and growth of our mining work.

In addition, the role will involve work in general geotechnical engineering involved in business development, project management, proposal preparation and winning works plus growing and managing geotechnical engineers and engineering geologists.

Responsibilities / Objectives

- Take an active role in the business development of the company services and in particular the mining geotechnical engineering services.
- Market the company's services through meetings with Clients, bid and proposal preparation, superior service, and general promotional activities.
- Support the development and implementation of business and strategic plans for the Geotechnical group.
- Growth of work in mining.
- Coordinate the preparation of: cost estimates, tender submissions, technical documentation, client reports and monitoring project progress, project scheduling/resourcing, and meeting deadlines and budgets.
- Manage the delivery of projects to meet time, quality and budgetary targets, whilst meeting or exceeding Clients' expectations.
- Assist with the development of the geotechnical engineering service group through by providing leadership, winning work, and the provision of technical advice and expertise in the field of mining geotechnical engineering.
- Present a positive attitude and role for Geohart Consultants at all times, through meetings and interactions with clients, subcontractors and competitors, and in the completion and delivery of projects.
- Prepare and manage proposal bids and projects delivery to high level standards.
- Seek opportunities and encourage work with Geohart Consultants main partners.
- Coach and supervise staff and be accountable for teamwork and staff development and mentor staff in undertaking technical work.
- Contribute to the operation of the office on a continual basis and show initiative in raising issues and seeking solutions.
- Maintain industry awareness.
- Ensure adherence and compliance with company objectives, policies and procedures.

Reporting Relationships

- Managing Director
- Director Accounts & Marketing
Skills / Knowledge / Experience / Attributes

Qualifications

- PhD or Master of Engineering or science (Civil / Geotechnical / Geological)
- Bachelor of Engineering or Science (Civil / Geotechnical/Geological).
- Extensive and diverse experience in geotechnical engineering with minimum 10 years of experience in the mining / geotechnical fields.

Skills

- Experience in all aspects of mining/geotechnical engineering / rock mechanics
- Demonstrated past performance in Project/ Program Management.
- Well developed and proven team leadership skills
- Excellent verbal and written communication skills.
- Excellent interpersonal and presentation skills.

Knowledge / Experience

- Thorough understanding and demonstrated ability in technical aspects of mining and geotechnical investigations and designs.
- Thorough understanding and demonstrated ability of technical aspects of geotechnical risk assessments.
- Excellent understanding and demonstrated ability in project management principles & practice.
- Ability and desire to continue to market personal and company skills to new and existing clients and develop the geotechnical services in line with the company's current and future business plans and objectives.

Personal Attributes

- Teamwork in a diverse team.
- Excellent communication skills internally and externally