



# Marampa Mines Limited (MML) is Hiring Job Advertisement

**Developing and growing talent and skills within Sierra Leone, for Sierra Leone.**

<b>Position Title</b>	Marine Foreman	<b>MML is an equal opportunity employer. Women are strongly encouraged to apply for roles at MML.</b>
<b>Job Code/Level</b>	Below Supervisory Level	
<b>No. of Positions</b>	1	
<b>Department</b>	Export & Haulage	
<b>Location</b>	Marampa Mines TRT Site	
<b>Reporting to</b>	Export Marine Superintendent	
<b>Salary</b>	Attractive	

## ROLE AND PURPOSE

Marampa Mines Limited (MML) is seeking a qualified, experienced, and highly motivated professional to join our team as a Marine Foreman. The Marine Foreman is responsible for overseeing and coordinating the safe, efficient, and timely loading of coasters at the jetty. This role ensures compliance with maritime safety regulations, optimizes operational performance and supervises loading crew activities. The Marine Foreman also liaises with vessel crew, terminal operators, and logistics personnel to ensure seamless operations.

## RESPONSIBILITIES

- Assist the Marine Supervisor in coordinating all loading activities at TRT under the guidance of the Export Marine Department.
- Supervise and coordinate loading operations of coasters at the jetty, ensuring efficiency and strict adherence to safety protocols.
- Oversee the shifting, arrival, and departure times of coasters, and ensure proper escorting procedures are followed.
- Conduct pre-loading inspections to verify cargo condition, vessel stability, and compliance with approved loading plans.
- Monitor gross weight and departure draft of coasters loaded from TRT.
- Communicate effectively with vessel captains, chief officers, and terminal personnel to ensure smooth and safe operations.
- Foster adherence to Health, Safety, and Environmental (HSE) policies and procedures during all loading activities, including proper use of PPE (Safety Boots, Life Jackets, etc).
- Ensure marine operations compliance with HSE procedures and industry best practices.
- Be observant, identify, and report potential hazards and near-miss incidents promptly.
- Maintain a thorough understanding of the company's standard safety regulations.
- Troubleshoot operational issues and take corrective measures to prevent delays and hazards.

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- Provide training and mentorship to loading crew members to ensure performance standards and safe practices are met.
- Receive and distribute provisions, stores, and spare parts for the coasters.
- Perform various duties effectively in line with departmental goals.
- Follow established operational procedures for all Marine Operations tasks.
- Maintain accurate documentation of loading activities, including cargo weight, loading sequence, and any deviations from the plan.
- Track daily operational plans for the Marine Transshipment of coasters.
- Monitor targets and performance metrics related to Export Transshipment.
- Manage the critical and time-sensitive loading of coasters, ensuring departure within the correct tidal windows per departmental parameters.
- Assist in delivering training programs specific to personnel roles and operational locations.
- Ensure proper documentation and reporting processes are followed in all assigned areas.
- Oversee the proper use of loading equipment (conveyor belts and mooring systems).
- Generate and submit daily reports on performance and operational activities.
- Escalate any operational issues, safety concerns, or equipment malfunctions to the Marine Supervisor or Terminal Manager.

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**EDUCATION & EXPERIENCE**

- A Bachelor's degree, Diploma or Professional Certification in Marine Operations, Port Management, or a related field.
- 6 years of experience in marine cargo handling, jetty operations, or port logistics.
- Experience supervising loading and unloading operations for coasters or similar vessels.
- Familiarity with maritime safety regulations, HSE protocols, and loading procedures.
- Experience with port authorities/administration and regulatory agencies is an advantage.
- 1 year seagoing/sailing experience as a Deck Officer or remote site operations.

**REQUIRED SKILLS**

- Ability to communicate fluently (verbal and written English) with excellent teamwork skills.
- Strong leadership and team-management abilities.
- In-depth knowledge of loading operations, cargo handling, and vessel stability.
- Excellent coordination skills to liaise between multiple stakeholders.
- Problem-solving skills to address operational challenges and emergencies effectively.

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- Proficiency in documentation, reporting, and compliance with safety standards.
- Ability to operate and oversee the maintenance of loading equipment and machinery.
- Attention to detail and ability to plan, control, organize and follow procedures accurately.
- Maritime expertise, preferably dry bulk.
- Pragmatic and flexible leadership style exemplifying the corporate values and standards.
- Strong troubleshooting, analytical, and problem-solving skills.
- Detail-oriented with the ability to manage multiple tasks safely under pressure.
- Self-motivated, proactive, and committed to continuous improvement.
- Proficiency in Microsoft Office suite and related computer applications.
- Excellent interpersonal skills to relate with stakeholders (senior management, colleagues, local authorities, etc.).

**WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS**

- The individual must be physically and mentally fit for a fast-paced work environment.
- Willingness to work extended hours, including weekends, holidays, and a shift roster system, during emergencies as may be required to meet operational needs.
- Exposed to work in various outdoor weather conditions (heat, cold, wind, and rain).
- Work is mainly dedicated to loading jetty and marine environments (water and vessels).
- Involves long hours of standing, walking, bending, and lifting moderate weights.

**HOW TO APPLY & CLOSING DATE**

Please forward your application, including your CV, cover letter, copies of your educational and professional certificates and any other supporting documents.

To **Marampa Mines Limited. Human Resources** desk via the main entrance gate of the Mine Site, Lunsar or e-mail:

[MMLRecruitment@marampamines.com](mailto:MMLRecruitment@marampamines.com)

<https://marampamines.com/careers/>

**The closing date for receipt of applications is the 19<sup>th</sup> of April 2025.**

Only shortlisted candidates will be contacted and may be required to perform written and practical assessments, where applicable.

**Women are strongly encouraged to apply for roles at MML.**