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| <b>Position Title</b> | Integrated Planning Supervisor          | <b>MML is an equal opportunity employer, and women are strongly encouraged to apply.</b> |
| <b>Department</b>     | Export and Haulage                      |  |
| <b>Location</b>       | Marampa Mine Site, Lunsar, Sierra Leone |  |
| <b>Reporting to</b>   | Export & Haulage Manager                |  |

### Position Summary

Marampa Mines Limited (MML) is seeking to hire an **Integrated Planning Supervisor** who will be responsible for the daily planning, scheduling, and reporting of export corridor activities, from haul truck loading and river terminal coaster loading to marine transshipment locations.

The role will coordinate and integrate all activities within the Export & Haulage department, ensuring operational efficiency and alignment with production targets. Additionally, the Planning Supervisor will monitor and report on each section's performance against budgeted objectives.

### Key Responsibilities

- Plan and schedule all operational activities across the haulage, river terminal, and marine departments to ensure efficient execution of the export process.
- Coordinate and integrate departmental activities by working closely with all Heads of Section (HOS) to align operational plans and resource allocation with overall production targets.
- Manage and oversee data collection at each operational point, ensuring accuracy, completeness, and timely submission for analysis and reporting.
- Generate and analyse management reports on departmental performance, including Key Performance Indicators (KPIs) and budget variances.
- Supervise and develop a team of Tally Clerks and Data Loggers, providing guidance, training, and coaching to enhance their performance and adherence to MML standards.
- Process and reconcile contractor services, verifying data accuracy to ensure that correct payment certificates are issued.
- Liaise with contractors and internal stakeholders daily to ensure compliance with operational KPIs and safety standards.
- Champion health, safety, and environmental (HSE) practices within the department and promote a culture of continuous improvement and operational excellence.

### Qualifications and Experience

- A relevant bachelor's degree in Logistics, Supply Chain Management, Mining Operations, or a related field.
- A minimum of three (3) years of experience in a similar planning or coordination role within the mining, logistics, or industrial operations sector.

### **Skills and Competencies**

- Ability to collect, analyse, and interpret operational data, and identify anomalies.
- Advanced skills in Microsoft Excel, PowerPoint, and other data management tools.
- Ability to prepare clear and accurate management and operational reports.
- Excellent written and verbal communication in English.
- Ability to manage multiple priorities and coordinate complex operations.
- Ability to identify issues and make sound operational decisions.
- Ability to work effectively under pressure and in dynamic operational environments.
- Experience and adaptability to remote or challenging work locations.

### **Work Environment and Physical Requirements**

- The individual must be physically and mentally fit for a fast-paced work environment.
- Standard office hours apply, with some flexibility required.

### **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 24<sup>th</sup> October 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.**