



Job Description

Position Title: General Manager Operations	Department: Operations
Reports To: The Chief Executive Officer	Responsible For: Engineering Manager, Terminal Operations and Distribution Manager, Technical Secretary

1. Purpose of the Job:

- 1.1 The General Manager, Operations will contribute to the overall planning and execution of the business strategy of ENPC.
- 1.2 The GM will be heavily involved in managing the day-to-day operations and associated storage and distribution activities, including working closely with Central Government staff on the execution of work programs.
- 1.3 Managing internal and external stakeholder relations will be a fundamental and integral component of the job.

2. Key Responsibility Areas:

- 2.1 Executive Management (40%)
- 2.2 Product Sale and Distribution (30%)
- 2.3 Facilities and Engineering (30%)

3. Main Responsibilities

3.1 Executive Management

- 3.1.1 Provide management excellence through the achievement of performance indicators as set out by the CEO.
- 3.1.2 As a member of the Executive Team, participate fully in the collective responsibility of delivering on organisational objectives, including through engagement and collaborative effort with employees at all levels in the organisation.
- 3.1.3 Be a role model for effective and positive leadership which is ethical, results driven and future-oriented.
- 3.1.4 Collaborate with other members of the Executive Team to promote and achieve organisational cohesion, the development of a culture of continuous improvement, and the promotion and adherence of organisational values.

- 3.1.5 Provide advice, regular updates and reports to the CEO, Board and Executive Team and participate in relevant Committees, as directed by the CEO and/or the Board.
- 3.1.6 Contribute to the achievement of the Strategic Directions via the creation, implementation and monitoring of allocated Work Plans.

3.2 Product Sale and Distribution

- 3.2.1 Ownership for growth, achieving sales plans through proper pricing, customer satisfaction and implementation of business plans
- 3.2.2 Understanding market strategies, competitors, in-depth understanding of local market, main contractors and consultancy firms and a who's who outlook is a strategic factor to achieve targets.
- 3.2.3 Provide leadership to the functions of sales, projects and service
- 3.2.4 Input local market data and ideas to marketing & development function
- 3.2.5 Evaluate risks associated with business opportunities and contractual obligations.
- 3.2.6 Prompt correspondences for variations, claims, and secure company's interest by proper contractual correspondences with Clients
- 3.2.7 Explore avenues of expanding the Company's business.

3.3 Facilities and Engineering

- 3.3.1 Establish, lead and manage an operations team which will work to the highest appropriate international standards and which will employ best practice in the management and cost-effective execution of Depot construction, product storage and testing and product distribution in Eswatini and beyond.
- 3.3.2 Ensure that sales and distribution targets, as set by the organization, are met or exceeded. This will include installation of distribution facilities throughout the country.
- 3.3.3 Establish maintenance programs which will avoid downtime and loss of revenue and which will ensure that the surface facilities achieve their design life.
- 3.3.4 Comply with the ISO and H&S policies of the company, develop Engineering manuals and processes for good engineering practices and implement the same in various projects.
- 3.3.5 To ensure that infrastructure installed in Eswatini is built and maintained in accordance with the manufacturers' recommended programs and best industry practice.
- 3.3.6 To determine and provide the necessary level of local infrastructure, roads, power, water supply etc. to support operations.

3.3.7 Provide operations updates for Board of Directors, Joint Venture and Management Committee meetings.

4. Qualifications and Experience

- 4.1 Bachelor's degree in Petroleum Engineering or a related technical discipline.
- 4.2 At least 8 years diversified petroleum engineering and operations experience,
- 4.3 Experience in an independent oil and gas company is strongly preferred.
- 4.4 Strong project management experience to provide oversight to Midstream and Downstream operations.

5. Knowledge, Skills and Attributes:

- 5.1 A strong desire to be a "safety champion" and instil an incident and injury free culture throughout the organization.
- 5.2 Demonstrated abilities in successfully managing service companies and vendors and in building positive business relationships with government authorities.
- 5.3 Demonstrated superior interpersonal, leadership and cross-cultural skills.
- 5.4 Tenacious and determined – not easily frustrated by the vagaries of doing business in developing companies.
- 5.5 Uncompromising regarding the business ethics and practices of the company, but sensitive in articulating his/her position to stakeholders (i.e. "iron fist in a velvet glove").
- 5.6 Self-motivated with a high level of enthusiasm and energy, coupled with a strong work ethic.
- 5.7 Business development - Strong Sales background, Strong influencing and negotiating skills
- 5.8 Extensive management & technical knowledge on project planning & execution
- 5.9 Excellent communication and presentation, managerial and organizational skills
- 5.10 Good engineering practices know-how to be transferred to the team