



VACANCY ADVERTISEMENT

Technical Support Services Manager

The Technical Support Services Manager is responsible for managing the diamond processing related equipment as well as the management of engineering projects, premises infrastructure including security systems and acid cleaning facilities.

THE MAIN RESPONSIBILITIES OF THE TECHNICAL SUPPORT SERVICES MANAGER, ARE:

QUALIFICATIONS

- Engineering Diploma or Degree.
- Certificate of Competence by a recognized professional body as a Certified Engineer.

Managerial/leadership qualification would be advantage.

EXPERIENCE

- Well-seasoned manager with sound and proven experience of holding a managerial position and being part of a multidisciplinary management peer group.
- Previous experience having led an engineering team technically and managerially for a significant period (+5 years).
- Proven experience of managing engineering contracts and contractors including responsibility for budget control of projects.
- Background in safety and environmental management systems having had formal standards training.

KNOWLEDGE AND SKILLS

- Broad engineering knowledge of engineering principles and management.
- Light and heavy current experience is an added advantage.
- Knowledge of OHSAS Management Systems.
- Budgeting knowledge and Project management skills.
- Thorough understanding of electronic principles.
- High level of analytical thinking and problem solving.

- Strong relationship and interpersonal skills.
- Management and staff development experience.
- Effective communication leadership, coaching and mentoring skills.
- MS Office and Visio applications and/or other specialist applications knowledge.
- Appreciation of the handling of sensitive and confidential information, including data protection and intellectual property.

THE MAIN RESPONSIBILITIES OF THE TECHNICAL SUPPORT SERVICES MANAGER, ARE:

- Manage projects and contractors ensuring delivery to contractual terms and agreements.
- Manage and oversee all infrastructure to ensure reliability and efficiencies, and identify opportunities for improvement.
- Manage departmental budget and make recommendations to the business based on cost benefit analysis.
- Manage and oversee the compilation of the cyclical preventative maintenance schedules.
- Manage Technical Team responsible for the installation, maintenance and repairs of diamond processing related equipment, engineering projects, premises infrastructure

- including security systems and acid cleaning facilities.
- Manage and co-ordinate the testing and commissioning of new and in-use technical equipment.
- Contribute towards the development and planning of new technologies introduced into the business, by making appropriate recommendations. Identify and manage the implementation of and adherence to Legal and Corporate Governance principles/requirements, as well as Occupational Health, Safety and Sustainable Development Standards to the business.
- Lead, direct, coach, motivate and develop the Technical team to ensure provision of the right level of service and support to ensure a delivery excellence culture.
- Evaluate information to make sound decisions to manage risk and to drive safe, reliable, long term and sustainable operations, applying rigorous commercial and business thinking to decision making in order to generate value.

Kindly forward your application to:

The Human Resources Manager

Namibia Diamond Trading Company

Email: ndtc_recruitment@ndtc.com.na

PO Box 23316, Windhoek,

14th Floor, NAMDEB Building | Tel: (061) 204 3222

Closing date for this Advertisement is 25 June 2021.

Preference will be given to Namibia citizens and designated persons as prescribed by the Namibian Affirmative Action Act.

Only shortlisted candidates will be contacted for an interview and shall be subjected to further Assessments i.e. general medical, competence, integrity tests and a security clearance.