



# GUYANA GEOLOGY AND MINES COMMISSION

## **VACANCY NOTICE**

Applications are invited from suitably qualified persons to fill the under-mentioned pensionable vacancy: -

### **MANAGER, MINES**

**Reports to:** The Commissioner

#### **ACCOUNTABILITY OBJECTIVE:**

Responsible for monitoring and recording all mining and quarrying activities to facilitate the implementation of internationally acceptable mining standards, practices and culture as set out by the ILO, UN, ICMM and ensuring compliance with the Laws of Guyana.

#### **Responsibilities**

This person is responsible for:

**ADVISING** on the formulation of policies affecting the Mining

Sector with respect to orientation of ore body; planning and designing of surface Mines; quarries and explosives; directing and supervising Underground Mining Development in terms of the layout and construction of tunnels, adits, shafts, etc. associated with the exploitation of mineral deposits as well as associated costs and safety.

**PREPARING** mine plans and recommending mine equipment for any new or ongoing mining venture undertaken by the Commission or any other agency.

**SUPERVISING** research on problems of mining engineering, mineral processing and rock mechanics.

**SUPERVISING** mine development drilling and related activities contained therein.

**COORDINATING** the compliance activities to ensure adherence with Mining Act and Regulations and advising on the imposition of sanctions in relation to breaches of the Mining Act and Regulations.

**COORDINATING** monitoring and enforcement of the Mining Amendment Regulations 2005 (known as the Environmental Regulations).

**KEEPING** abreast with the development of protocols, conventions, and other international guidelines affecting mining operations.

**ORGANISING** relevant education and training programmes for mining and mineral processing personnel.

**OVERSEEING** the administrative support activities of the Division.

**ARRANGING** interactions with mining communities to encouraging compliance with relevant laws, regulations and procedures.

**CONDUCTING** discussions/negotiations, as part of a team, with prospective investors.

**COORDINATING** the preparation of statutory and other reports.

**CONDUCTING** investigations as required and submitting related reports.

**MANAGING** the Division to encourage the achievement of high standards of performance.

#### **QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:**

Post-graduate Degree in Metalliferous Mining; Mining Engineering; Minerals Engineering; Mineral Processing and at least five years professional experience at a senior management level, in a similar organizational setting.

Or

A First Degree in Metalliferous Mining, Mining Engineering, Minerals Engineering, Mineral Processing and at least eight years' professional experience at a Senior Management Level, in a similar organizational setting.

Ability to interpret Mining Laws and ensure compliance to Regulations. Knowledge of computer systems to integrate and enhance the management and information systems for Large, Medium and Small Scale Mineral Property Management and Mines Administration Systems and to connect Mining Stations in each of the six Mining Districts would be useful.

Senior professional with experience in Mining Development and Large, Medium and Small Scale Mining; Quarries and Explosives and Underground Mining. Experience in administering Acts and Regulations related to surveys, radio-active minerals, explosives, blasting and river navigation would also be useful.

#### **Applications should be sent to:**

**The Commissioner  
Guyana Geology & Mines Commission  
Upper Brickdam,  
Georgetown**

**Or**

**Emailed to: [commissioner@ggmc.gov.gy](mailto:commissioner@ggmc.gov.gy)**

**Only shortlisted candidates would be contacted.**

**Applications should be submitted No later than May 13, 2022.**

**GUYANA GEOLOGY & MINES COMMISSION**

*Upper Brickdam, Georgetown, Guyana, South America. P.O. Box 1028*

*Tele.: (592) 225-3047, S/board: (592) 225-2862/5/7, 225-6691.*

*E-mail: [commissioner@ggmc.gov.gy](mailto:commissioner@ggmc.gov.gy)*