



18th July 2023

VACANCY ANNOUNCEMENT

Human Resources Manager (Operations)

Mbeya Cement Company Limited is a subsidiary of Holcim Group based in Switzerland with operations in Africa, Europe, Asia, and America. Holcim is the leading global company in innovative and sustainable building and construction solutions.

Mbeya Cement Company Limited is seeking to recruit a highly motivated **Human Resources Manager (Operations)**, to be based in **Mbeya Plant**, on a permanent employment contract.

Position Reporting To **Human Resources Director**

1. Summary of Roles and Responsibilities

- a) Develop and implement strategies to foster positive employee relations, handle employee grievances, and mediate conflicts.
- b) Manage and collaborate with relevant stakeholders to facilitate collective bargaining agreements and dispute resolution mechanisms to maintain a harmonious work environment.
- c) Ensure the effective implementation and compliance of HR policies and procedures across the organization. Regularly review policies to meet evolving business needs, workplace trends, and legal requirements.
- d) Create and execute employee engagement initiatives to boost work-life balance, motivation, and productivity. Monitor employee feedback to identify areas of improvement and implement necessary actions.
- e) Oversee the HR management systems and ensure accurate and up-to-date HR data management. Generate regular HR reports and metrics to provide insights for decision-making purposes.
- f) Support and facilitate the implementation of organizational change processes.
- g) Collaborate with internal and external stakeholders to design and implement Corporate Social Responsibility and other social impact programs that positively impact the community, environment, and society at large.
- h) Manage and coordinate HR administrative functions and other logistical requirements for employees.

2. Qualifications and Experience

- a) Bachelor's Degree in Human Resources Management, Social Sciences, or a relevant field.
- b) At least 7 years of progressive human resources management experience.
- c) Previous experience in the manufacturing sector will be considered an added advantage.

3. Behavioral Competencies/Additional Skills:

- a) Exceptional Emotional Intelligence.
- b) Outstanding Negotiation Skills.
- c) Problem-Solving Skills.
- d) Conflict Resolution.
- e) Managerial Skills.
- f) Outgoing and Sociable.
- g) Integrity and Accountability.
- h) Verbal and Written Communication.

How to Apply:

Applicants are invited to submit their CVs and Cover letters via mcc.recruitments@lafarge.com indicating the position applied for in the subject of the email.

The deadline for submission of the applications is 25th July 2023