

Section: Management

Position: CEO

Reference no: 04/03/21CEO

Date: 2021.03.04

Closing date: 2021.03.12

A Vacancy is available for Chief Executive Officer at a large Engineering company.

This is a key role in ensuring that:

- ISO 9001:2015 principles are followed.
- Quality services are delivered.
- Quality controls and systems are in place.
- Continuous Communication and customer interaction take place.
- Conflict, dispute and grievance management is effectively performed.
- Purchasing and Logistics controls and systems are working.
- Safety regulations are adhered to.

Roles and Responsibilities:

- Develop and execute the business strategies to attain the goals of the board and shareholders.
- Provide strategic advice and input to the board and Chairperson so that they will have accurate view of the industry.
- Prepare and implement comprehensive business plans and budgets to facilitate achievement by planning cost-effective operations.
- Ensure policies and legal guidelines are developed, implemented, and communicated within the business and that they are always followed.
- Communicate and maintain trust relationships with customers, suppliers, business partners and authorities.
- Oversee the business financial performance, investments, and other business ventures.
- Delegate responsibilities and supervise the work of staff providing guidance and motivation to drive maximum performance.
- Read all submitted reports by lower rank managers to reward performance, prevent issues and resolve problems.
- Act as the public speaker and public relations representative of the business in ways that strengthen its profile.
- Analyse problematic situations and occurrences and provide solutions to ensure the business reputation, survival, and growth.
- Monitor and keep updated on market trends, market changes, legislation and forces that influence the business.
- Sourcing of material.
- Sourcing and attend to new potential customers.
- Knowledge of marketing.
- Manage and execute the Quality process of the business.
- Manage and execute the tender process.
- Manage and execute the procurement process.
- Manage and execute the Logistic process.
- Interact and meet with customers.
- Liaising with the COO, CFO and Marketing manager

Requirements

- 20+ years of work experience
- Matric and computer literacy.
- Technical Qualification in the Engineering field.

- Must have knowledge of the Foundry process.
- Proven experience in a managerial position.
- Experience in developing strategic and business plans.
- Understanding of finance, risk, compliance, and measures of performance
- Excellent organisational and leadership skills
- Excellent communication, interpersonal and presentation skills
- Experience in leading large projects.
- Experience performance in managing staff, suppliers etc.
- Outstanding analytical and problem-solving abilities
- Ability to multi-task, prioritize, and manage time effectively to meet deadlines.
- High service orientation with proven support experience and ability to adapt/respond to different types of characters.
- Organised, calm, polite, mature, reliable, self-motivated, proactive, time urgent, active listener.
- Willing to work long and uneven working hours.
- Good business knowledge and computer literacy.
- Track record of over-achieving performance.
- Strong phone contact handling skills and active listening.
- Strong writing and communication skills.
- Reference checks will be performed.

It is an unsuccessful application if not called for an interview within 5 working days after closing date.

Submit a registered CV to admin@boschpick.com or in sealed envelope in the dropbox at the main entrance complete with application form and relevant documents.