

# Internal/External Advertisement

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**COMPANY:** Pelchem (SOC) Ltd  
**DEPARTMENT:** Production: Acids & Salts  
**VACANCY:** **Shift Foreman**  
**STATUS:** Permanent position  
**SALARY BAND:** C20  
**REF NO:** **EC15468**



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***Be part of Pelchem, the sole fluorochemicals manufacturer and supplier in the Southern Hemisphere.***

***Dynamic changes in the industry combined with an increasing portfolio and the need to enhance the South African fluorochemicals sector has necessitated Pelchem to embark on expansion and growth trajectory.***

## **Job Profile:**

To support the Production Manager to manufacture the assigned Fluorine based fine and specialty chemicals, according to client requirements, while ensuring compliance with the various quality and safety standards.

## **KEY PERFORMANCE AREAS**

### **Production Management**

- Operate the plant in line with approved work instructions, guidelines and management directives (e.g. shut down coordination).
- Assist management in updating and review of work instructions.
- Monitor process trends and SPC data to ensure the production process is within operating parameters and do corrections accordingly.
- Monitor the effective use of utilities.
- Generate the operation report per shift worked and communicate effectively to relevant parties. (Reading, production vessels levels on SCADA data sheet.
- Report all defects to the necessary discipline using the COSWIN system and prescribed documentation.
- Lead daily plant meetings; and
- Monitor stock levels to ensure that the inventory is kept up to date and suitable for meeting production targets and goals as agreed on.

### **People Management**

- Ensure job observations on work instructions are done.
- Staff members are trained in the plant on all systems being used.
- Notify Supervisor/HR on staff welfare issues as and when necessary.
- Conduct performance evaluation twice yearly.

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- Assist in identifying additional training needs for staff members; and
- Control overtime cost effectively.

## **Compliance with SHEQ requirements**

- Adhere to safety regulations and requirements.
- Ensure permits are issued as required.
- Ensure PPE is in a good condition and correctly worn in the workplace.
- Ensure specialized PPE are stored correctly.
- Oversee the safe operation of the plant.
- Do risk assessments with other disciplines on ad hoc tasks ;and
- Report sub-standard equipment and safety issues.

## **JOB REQUIREMENTS**

### **Job specific competencies and knowledge**

- Knowledge of chemical processes.
- Able to read and interpret PI&Ds GA drawings etc.
- Knowledge of design processes and codes/standards.
- Knowledge of Occupational Health and Safety Act.
- Knowledge of ISO 9001 14001 18001 standards.
- Understanding of mass and energy balance.

### **Job related skills**

- Communication skills
- Good interpersonal skills
- Proper planning and time management skills

### **Person attributes**

- Trust and Integrity.
- Ethical behavior.
- Decisive and accountable.
- Team player.
- Must be able to work under pressure.

### **Qualifications and Experience:**

- **Minimum Qualification Requirements:** Diploma in Mechanical or Chemical Engineering or NQF level 4 in plant operations; Driver's license.
- **Minimum Experience:** 3 years' experience in a 24-hour chemical plant operation.

Closing date: **6 February 2019.**

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### CONTACT PERSON

Ms. Khanyisa Maluleke

Tel: 012 305 4708

Building: Beva E3/E4

Room: 325K (Third floor)

Please forward your updated CV with certified copies of your educational qualifications to [Khanyisa.maluleke@pelchem.co.za](mailto:Khanyisa.maluleke@pelchem.co.za)

***CVs from recruitment agencies will not be considered.***

### ***GENERAL:***

***The appointment of a candidate is subject to the outcome of medical and security checks. The suitable candidate will be selected with the intention of promoting diversity and achieving EE targets as contemplated in the relevant Pelchem Employment Equity Plan.***

***Pelchem is a member of the Necsa Group.***

*Should you not hear from us within 30 days of the closing date, please consider your application unsuccessful.*