



**Marampa Mines Limited (MML) is Hiring  
Job Advertisement**

**Developing and growing talent and skills within  
Sierra Leone, for Sierra Leone.**

<b>Position Title</b>	HSE Trainer and Assessor	<b>MML is an equal-opportunity employer. Women are strongly encouraged to apply for roles at MML.</b>
<b>Job Code/Level</b>	At Supervisory Level	
<b>No. of Positions</b>	1	
<b>Department</b>	Health, Safety, & Environment (HSE)	
<b>Location</b>	Marampa Mines Site, Lunsar	
<b>Reporting to</b>	Safety Superintendent	
<b>Salary</b>	Attractive	

**ROLE AND PURPOSE**

We are hiring a professional and experienced Health, Safety, and Environment Trainer/Assessor to join our Safety Unit who will ensure the successful delivery of company endorsed HSE training packages, accredited courses and, or other customized industry courses. This includes preparing appropriate training and assessment resources based on the training packages, providing quality classroom or online training, organizing VOC for training validation, and conducting students/trainees' assessments in the workplace. This person will also maintain and update the HSE training register and other compliance documentation, ensure external trainings are timely manner and coordinate with HR on training planning and organisation.

**RESPONSIBILITIES**

- Develop and deliver in class HSE trainings to MML employees and contractors and conduct onsite assessments.
- Prepare and update the HSE training matrix and annual training plan following training projections, analytical reviews, and other legal requirements.
- Deliver in-house HSE training in line with the established annual HSE Training Plan.
- Perform assessments - VOC on the training conducted.
- Plan HSE training programs including the date, time, location, and duration of all training.
- Maintain HSE training records & register for new and existing staff and ensure they are updated as required.
- Communicate with the HSE Superintendent for any additional HSE training requirements at various phases of the operations.
- Determine HSE training needs for staff and develop best practices for required training.
- Improve and adapt existing training programs for delivery and efficiency.
- Retrain employees when industry or company best practices are updated or changed.

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- Develop or order workbooks and additional training materials required for training programs.
- Liaise with the HSE Manager to prepare all training materials/presentation slides for all HSE training identified in the training matrix and any other project-specific HSE training.
- Assist in the company's HSE campaigns.
- Coordinate with external training providers for all the training to be delivered inside or outside MML premises.
- Manage and control the documentation for training programs and maintain all training records updated.
- Liaise with HR on training planning and organisation.
- Prepare and share weekly, monthly, and annual training reports.

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**EDUCATION & EXPERIENCE**

- Preferably a Bachelor's Degree in Occupational Health and Safety; Engineering, Education or equivalent.
- Health and safety-related qualifications (IOSH/NEBOSH).
- Recognized Train the Trainer certification.
- 5+ years of HSE experience in a training role

**REQUIRED SKILLS**

- Ability to develop and deliver H&S training sessions.
- Excellent facilitation, written and oral communication, interpersonal and organizational skills.
- Experience providing training to workers and adult learners, using popular education/interactive approaches.
- Demonstrated strong written and verbal communication abilities in English.
- Good communication skills in Krio.
- Ability to work effectively in a multicultural environment.
- Must demonstrate leadership quality and be able to work with minimal supervision.
- Good experience with mining operations and construction projects.
- Experience in Environment, Health and Safety and familiarity with ISO 14001 and 45001 Standards.



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### WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

- The individual must be physically and mentally fit for the mining work environment.
  - Requires flexibility to work in shifts and extended hours including weekends.
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### HOW TO APPLY & CLOSING DATE

Please forward your application including your CV, cover letter, copies of your educational and professional certificates and any other supporting documents to **Marampa Mines Ltd. Human Resources** desk via the main entrance gate of the Mine Site, Lunsar or e-mail: [MMLRecruitment@marampamines.com](mailto:MMLRecruitment@marampamines.com)

**The closing date for receipt of applications is the 2<sup>nd</sup> of February 2024.**

Only shortlisted candidates will be contacted, and you may be subjected to written and practical tests where applicable.

**Women are strongly encouraged to apply.**

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