Hellas Gold Single Member S.A. is a gold, silver, lead and zinc mining company headquartered in Athens, Greece. Since 2004, Hellas Gold operates the Kassandra Mines at N.E. Chalkidiki, under the strictest EU safety and environmental standards and regulations. The Kassandra Mines consist of the operating mine at Olympias the state-of-the-art Kokkinolakkas Tailings Managements Facility and the Skouries project. Evolving a mining history of 25 centuries, Hellas Gold invests in the development of sustainable mining in the region, contributing to the local economic growth and prosperity with investments of more than $1 billion, the employment of 1,600 people, the active support to the local suppliers, and important investments to local community initiatives and projects. Since 2012, Hellas Gold operates as a subsidiary of the Canadian-based Eldorado Gold Corporation, which has over 25 years of experience in exploration, construction and operation of mines around the world.

We live our values in pursuit of our purpose: to find a better way to do things. We aim to break new ground in all that we do. We do this by creating a positive impact today, and for future generations, through our commitment to operating safely, sustainably, and profitably.

The company offers the opportunity to those who wish to express interest in the position of ‘**Dispatch Engineer - OP’ | ‘Μηχανικός Συντονισμού - Ανοιχτής Εξόρυξης’**, for its premises in Chalkidiki. The position will be reported to the Open Pit Mining Supervisor in Skouries.

**Main Responsibilities:**

* Develop and implement dispatch plans and schedules for mining operations.
* Coordinate the movement and allocation of equipment, materials and personnel to meet production goals.
* Monitor real-time dispatch activities and adjust plans as necessary to optimize efficiency.
* Utilize dispatch software and systems to monitor equipment performance and operational data.
* Analyze data to identify trends, inefficiencies, and areas for improvement.
* Generate reports on dispatch operations, equipment utilization, and production metrics.
* Communicate with supervisors, operators, and other stakeholders to ensure smooth operations.
* Provide clear instructions and updates to equipment operators and field personnel.
* Liaise with maintenance teams to coordinate equipment repairs and maintenance schedules to optimize availability and use of availability.
* Ensure all dispatch activities comply with safety regulations and company policies.
* Conduct regular safety checks and risk assessments related to dispatch operations.
* Promote a culture of safety and ensure adherence to safety procedures.
* Maintain accurate records of dispatch activities, equipment usage, and incidents.
* Prepare and submit regular reports on dispatch performance and operational issues.
* Provide training and support to dispatch operators and other personnel using the activity procedures.
* Identify and implement best practices during the shift activities, to achieve KPIs, goals and objectives.
* Troubleshoot basic problems with the systems in the dispatch control room and ability to request support to local IT department and/or system developer.

**Requirements:**

* Bachelor’s degree in Mining Engineering, Industrial Engineering, Information Technology Engineering, Logistics, Operations Management, or a related field.
* At least 3 years of experience in mining operations, production line, logistics, or a related field.
* Previous experience in a dispatch or coordination role is advantageous.
* Knowledge of mining operations, equipment, and dispatch systems.
* Understanding of safety regulations and best practices in the mining industry.
* Strong leadership and team management skills.
* Ability to motivate and manage a diverse workforce.
* Excellent verbal and written communication skills in both Greek and English languages.
* Ability to communicate clearly and effectively with all levels of the organization.
* Strong organizational and time management skills.
* Ability to manage multiple tasks and priorities simultaneously.
* Ability to build and maintain positive relationships with team members and stakeholders.
* Strong conflict resolution and negotiation skills.
* Very good computer knowledge of MS Office. Knowledge of dispatch software and systems (e.g., Mining Art, Modular Mining, MineStar, Wenco, or similar) is a plus.
* Strong analytical, continuous learning and problem-solving abilities.
* Flexibility to adapt to changing work conditions and priorities.
* Ability to remain calm and focused under pressure.
* Driving License.

Our company offers a competitive remuneration package that includes an attractive combination of basic salary and benefits, as well as opportunities for development in a challenging work environment.

Inclusion and Diversity

Hellas Gold is an equal opportunities employer. We are committed to promoting an inclusive and diverse workplace where we value and respect every colleague for who they are and provide equality of opportunity so that everyone can fulfill their potential.

If you are looking for a global and dynamic environment, please send us your CV.