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 ‘**Process Maintenance Planning Engineer’ | Μηχανικός Προγραμματισμού Συντήρησης Διεργασιών'**, for its premises in Chalkidiki. The position will be reported to the Head of Processing in Skouries.

**Main Responsibilities:**

* Accountable to maintaining a culture where Safety emphasizes personal awareness and responsibility.
* Accountable to establishing safe maintenance practices and systems applicable to ensure compliance to Greek regulations and or Eldorado Gold standards.
* Management of a professional maintenance planning department, including skills development and performance management.
* Process Plant Specific development and Implementation of a Best Practice Management Operating System (MOS), the eighteen performance measures of which are currently being rolled out.
* Assist with the development of Maintenance Technical Standards and responsible for implementation across the maintenance and integrated maintenance functions. The plant operation consists of an integrated processing-maintenance function.
* Coordination with Asset Integrity Head for ensuring Technical Standards.
* Shutdown and downtime planning and scheduling.
* Actively manage growth and development of maintenance planning and scheduling personnel under your supervision, including succession planning.
* Assist Asset Manager and Maintenance Superintendent with Asset Management strategy and equipment lifecycle management.
* Participate in audits of maintenance management programmes or its related elements and KPI’s.
* Ensure optimal resourcing and prioritization of work orders in Computerized Maintenance Management System (CMMS).
* Custodian of Equipment Downtime Register, liaise with Maintenance Engineer on relevant Analytics and data presentation.
* Maintain and assist in developing Job Standards.
* Develop and maintain standard job Application Parts Lists (APL’s) for area equipment.
* Coordinate and integrate the PM/selected Asset Management programs.
* Maintain detailed equipment history in CMMS, rotable spares.
* Generate maintenance equipment performance reports.
* Facilitate Post-Mortem meetings following scheduled and major maintenance projects. – continuous improvement.
* Assist Maintenance Superintendent in preparation of the annual maintenance budget.
* Assist Maintenance Engineer with the monthly management of maintenance budget / forecast.
* Administrator of the Computer Maintenance Management System (CMMS) for the Process Plant.
* Verify and coordinate with real time update of all planned maintenance jobs by way of field observations.
* Assist with the updating of maintenance procedures and perform planning and scheduling of maintenance training.
* Conduct and assist with time motion studies of maintenance functions for the process plant.
* Review Notifications to the Maintenance department and open work orders in the CMMS.
* Act as a Supervisor during major shutdown operations of the Process Plant, focused on managing the shutdown schedule and coordination of additional jobs.

**Requirements:**

* Bachelor’s Degree or Equivalent in Mechanical or Electrical Engineering or Equivalent Maintenance Qualification.
* Working Knowledge of Computer Maintenance Management Systems (CMMS), and Reliability Asset Management Systems.
* Working knowledge in the use and integration of predictive and preventive maintenance principles.
* 10+ years’ experience as an Engineer in Oil and Gas, Mining or Heavy Industry, ideally with process plant or production engineering experience.
* Plant Maintenance background considered essential.
* Plant Commissioning and Ramp-up experience, considered an asset
* Demonstrated strategic, conceptual and analytical skills.
* Well Developed Business and Financial acumen.
* Demonstrated organizational and team leadership skills.
* Strong interpersonal and communications skills.
* Strong work ethic and self-motivated.
* Very good verbal and written communication skills in both Greek and English languages.
* Very good computer knowledge of MS Office.
* 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.