Adamus Resources Limited

# JOB PROFILE

| A. Job Information | |
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| **Job Title:** | **PROCESSING MANAGER – Nzema Gold Mine** |
| **Location:** | Nzema Gold Mine Site (Adamus Resources Limited) |
| **Department:** | Processing Department |
| **Job reports to:** | **Direct:** General Manager – Nzema Gold Mine<br>**Indirect**: Group Manager of Metallurgy and Processing |
| **Direct Reports:** | Metallurgy Superintendent & Process Operations Superintendent |

## B. Job purpose:

*A brief statement outlining the overall purpose/reason for the existence of the job (one or two sentences).*

The Processing Manager is a key leadership position reporting directly to the Site General Manager and indirectly to the Group Processing and Metallurgy Manager. The Processing Manager will lead the Nzema Gold Processing Plant including the processing, metallurgical and TSF operations functions, ensuring the operation achieves its production, recovery, safety and financial objectives. This role requires strategic vision, strong leadership, and technical expertise in both Processing and Metallurgy as well as a collaborative and holistic approach with other site departments.

## Responsibilities/Key Objectives:

*List the major activities and contributions to the organisation for which this job is held accountable*

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| 1 | • **Leadership and management:**<br>  ○ Lead and manage the Process Operations and Metallurgy teams, including the Process Operations Superintendent and Metallurgy Superintendent.<br>  ○ Oversee gold processing including crushing, comminution, leaching/CIL, elution, gold room and tailings disposal.<br>  ○ Develop and implement processing strategies and plans aligned with the mine's overall objectives.<br>  ○ Lead multidisciplinary teams across processing, metallurgy and tailings storage facilities (TSFs) operations.<br>  ○ Oversee water management alongside environmental teams.<br>  ○ Deliver production targets, gold recovery objectives and operating cost budgets.<br>  ○ Drive improvements in plant throughput, utilisation, availability, metallurgical recovery and other metallurgical performance.<br>  ○ Take ownership of operational budgets, forecasts and capital expenditure, report on performance against budget to ensure effective use of resources.<br>  ○ Liaise with the Engineering Manager to develop maintenance strategies, improve plant reliability and implement operational improvement projects. |

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| | ○ Work collaboratively with other operational departments and senior management.<br>○ Play a key role in continuous improvement and processing optimisation initiatives.<br>○ Maintain high standards of safety, environmental compliance and statutory obligations.<br>○ Foster a collaborative and safety-focused work environment, ensuring that all team members adhere to safety standards and best practices.<br>○ Ensure the Processing team is adequately resourced to meet deliverables, while also focusing on the development and training of individuals to reach their full potential.<br>○ Act as Alternate General Manager when appointed by the General Manager. |
| 2 | • **Processing oversight:**<br>○ Manage the processing section to ensure the implementation of best practice processing and metallurgical techniques, optimising both throughput and recovery.<br>○ Collaborate with mining and geology departments to manage ore feed quality and blending, production reconciliation and address processing challenges.<br>○ Monitor and report on the production performance of processing operations.<br>○ Make recommendations about processing plans and their impact on life of mine. |
| 3 | • **Metallurgical Management:**<br>○ Direct metallurgical activities to identify new and assess potential processing improvement opportunities.<br>○ Develop and manage processing budgets, schedules, and metallurgical programs.<br>○ Analyse and interpret metallurgical data to guide future processing strategies and life of mine plan development.<br>○ Liaise with Group Processing and Metallurgy Manager to assist in the preparations of the site's Annual Processing Budgets, ensuring that best industry practice is used in metallurgical and processing assumptions. |
| 4 | • **Strategic planning:**<br>○ Contribute to the development of the mine's strategic plan, including short-term and long-term processing goals.<br>○ Provide insights and recommendations based on processing data to support decision-making processes at the site. |
| 5 | • **Data management and reporting:**<br>○ Ensure the accurate and timely collection, analysis, and reporting of processing and metallurgical data.<br>○ Maintain comprehensive metallurgical databases and documentation.<br>○ Prepare and present regular processing and metallurgical reports to the Site General Manager, Group Processing and Metallurgy Manager and other stakeholders. |

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| | ○ Ensure rigorous metal accounting, reconciliation, gold room security and gold movement/shipment controls. |
| 6 | • **Compliance and safety:**<br>○ Ensure all processing activities comply with relevant regulations, standards, and company policies.<br>○ Promote and enforce health, safety, and environmental policies within the processing teams.<br>○ Be accountable for the safe operation and governance of the tailings storage facilities, including compliance with site standards and recommendations of the Engineer of record. |
| 7 | • **Stakeholder engagement:**<br>○ Coordinate with external stakeholders, including regulatory bodies and community representatives, as needed.<br>○ Provide processing and metallurgical expertise and support during audits, inspections, and reviews. |
| 8 | • **Continuous improvement:**<br>○ Identify opportunities for process improvements and innovation in processing practices.<br>○ Stay updated with industry trends and advancements to enhance processing operations and methodologies.<br>○ Lead, mentor and develop team, by sharing expert guidance and knowledge. |
| 9 | Any other tasks that may be assigned by senior leadership. |

| Inherent Requirements of the Job | |
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| The minimum qualifications, skills, knowledge, experience and behavioural attributes are required to perform the job competently. | |
| Minimum qualification/s Experience<br>(A basic summary of the previous level of experience required to start in the position) | • Bachelor's degree in Mineral Processing, Metallurgical Engineering, Chemical Engineering, or a related field.<br>• A Process Plant / Metallurgical Manager's Certificate of Competency issued by the Inspectorate Division of Ghana's Minerals Commission.<br>• Sound knowledge of Ghana mining safety legislation and statutory requirements.<br>• Demonstrated leadership of process operations, metallurgy and tailings storage facilities teams. |

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| | • Strong understanding of mechanical and electrical maintenance requirements. |
| Skills and Experience | • Minimum 15 years' experience in gold processing, including CIL operations.<br>• At least five years' experience in a comparable senior management position.<br>• Experience managing operational budgets, production targets and plant improvement initiatives.<br>• Ability to lead teams, make operational decisions and deliver measurable results.<br>• Working knowledge of plant control and information systems (DCS, SCADA, historians), metal accounting and Microsoft Office applications.<br>• Excellent problem-solving, analytical, and decision-making abilities.<br>• Effective communication and interpersonal skills.<br>• Demonstrated ability to coordinate and manage contractor performance.<br>• Working knowledge of cyanide management and tailings oversight requirements. |
| Business Behaviours | • Must show a high level of integrity.<br>• Be solution-oriented.<br>• Maintain professionalism.<br>• Ability to plan strategically.<br>• Must exhibit dedication and commitment to duty.<br>• Commitment to compliance with the law and company policies. Meticulous record keeping and documentation. |