

POSITION DESCRIPTION

Kamapim Ltd

AM7040 - Chief Operating Officer - Kamapim Ltd

Kamapim Ltd is a PNG registered company working in partnership with landowners to improve land management, livelihoods and products while aspiring to contribute to all 17 UN Sustainable Development Goals (SDGs) in their operations.

Kamapim is a Tok Pisin word that translates as, *to grow, to develop and to improve*. Kamapim is committed to high quality, organically grown, fairly traded products with customer satisfaction as their top priority.

Kamapim is inviting **exceptional candidates** to apply for this opportunity that will support its growth and diversification in the vanilla sector. This position is based in Madang.

CHIEF OPERATING OFFICER

The Chief Operating Officer will be responsible for overseeing all operational aspects of the business regarding vanilla, ensuring that our processes, systems and procedures are optimized for growth and scalability. The successful candidate will work closely with the CEO and management team to develop and execute operational strategies that align with our business objectives. Collaborate with CEO in setting and driving organizational vision, operations strategy, and hiring levels.

Key Responsibilities:

- Develop and implement operational strategies that support our company's growth and scale-up plans in tandem with CEO
- Analyze internal operations and identify areas for process enhancement
- Pay particular attention to the purchases of products which form the vital artery for operations. The COO will assume direct responsibility for this operation
- Manage, oversee and dynamize the rural managers and fields officers for the training of landowners, the product processing and purchases
- Lead the tasks and workers for the products management, i.e. reception, stabilization, processing, warehousing and export of vanilla
- Elaborate the tools to control and report the different activities to the Executive Committee
- Ensure the company's operational processes and procedures are optimized to provide efficient and effective services to our customers
- Develop and maintain KPIs and other performance metrics to monitor the company's performance and identify areas for improvement
- Work with the executive team to develop and manage the company's budget, forecasting, the investments, the expenses and financial planning processes to ensure that the company achieves targets for growth and profitability
- Build and maintain trusting relationships with clients, vendors, partners, and other external stakeholders to ensure we have the resources we need to achieve our goals
- Lead the company's culture and values, ensuring that all employees are aligned with our mission and vision.

Expected Competencies:

- Tertiary qualifications in business management or similar required
- 5+ years of experience in executive leadership roles
- Strong business acumen, analytical skills, and strategic thinking ability
- Excellent communication and interpersonal skills, with the ability to work collaboratively with others at all levels of the organization
- Experience in scaling operational processes and building high-performing teams
- Ability to thrive in a fast-paced, dynamic environment with changing priorities
- Understanding of advanced business planning and regulatory issues

- Solid grasp of data analyses and performance metrics
- Ability to diagnose problems quickly and foresee potential issues
- Ready to travel in rural Papua New Guinea to meet farmers face to face.

They offer a competitive compensation package and the opportunity to play a key role in shaping the future of their company.

This position is open to citizen and non-citizen applicants

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the application form and follow the website instructions to forward to us including a detailed CV and three current referees. A full Position Description (PD) can be requested from our office to review before applying.

Alternatively, please call us on (+675) 7500 7500 or email recruitment@vanguard.com.pg

Applications close COB Friday 19th May 2023

Only shortlisted applicants will be contacted

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to recruitment@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview