Incoa Performance Minerals is a growing international industrial minerals company with open-pit mining operations in the Dominican Republic. Mining operations include extraction, crushing and water management.

**Broad Functions:**
The mining manager/engineer will ensure that the resources are extracted safely and efficiently and in accordance with all governmental and corporate policies for safety, environmental compliance and social responsibility by:

- assessing the feasibility, safety and productivity of the active mines faces, reclamation sites, and tailings sites and plan,
- manage and optimize the full life cycle of surface mining from site identification, property control, permitting, active mining, and site reclamation,
- Manage water and slope stability during all activities
- Implement safety, environmental and social compliance requirements.

**Primary Responsibilities:**
- Collaborates with senior management to identify and analyze business requirements and the implications for the team; identifies gaps and implements agreed upon solutions.
- Assists in developing in-mine exploration and delineation drilling programs.
- Establishes and maintains a professional relationship with local academic staff, federal, and state geologists, independent consultants, and geologists.
- Oversee communications with private landowners and neighbors, concerning prospecting and drilling operations.
- Prepare maps of new deposits, update existing maps as mining progresses, using a variety of tools (e.g. TDS Surveying Equipment, Rockworks16, old-school drafting table, etc.)
- Work closely with the mining and quality control departments to ensure quality of extracted material
- Manage all mine permitting requirements for new properties
- Manage periodic reporting to local, state and federal authorities for site permits
- Prepare and submit Annual Mining and Reclamation Reports for each mine permitted
- Prepare and submit information required in annual and semiannual reports to permitting agency and company.
- Implement New Miner training as needed
- Other duties as assigned

**Key Competencies:**
- Ability to develop and implement operations in safe and responsible manner
- Good analytical and decision-making capabilities
- Proven ability to cycle work effectively when facing competing priorities.
- Proven safety record
• Sound knowledge of computer software and interpretation of output to plot and interpret the data in machine form, so that it could be studied or understood
• Collaborative, hands-on, results-oriented, efficient and process driven.
• Innovative, independent thinking and resourcefulness to overcome barriers and provide solutions.
  A roll-up your sleeves mentality, can-do attitude and strong work ethic
• Impeccable personal and business ethics
• Solid team player with strong initiative
• High energy; positive thinker
• Clear, efficient and thoughtful communicator

**Minimum Qualifications:**
• Bachelor’s degree from an accredited institution in Geology or Civil Engineering.
• 5-10 years of experience in mining, mine development, and environment preferred
• Demonstrated leadership, teamwork, problem solving abilities.
• Proficiency with MS office applications, especially MS Excel.
• Strong technical skills, problem solving and analytical skills
• Knowledge of industrial minerals and their manufacture
• Valid driver’s license
• International passport
• Spanish speaking skills preferred

**Working Conditions:**
• Indoor and outdoor environments, moderate to loud noise levels;
• Standing for long periods on concrete or other hard surfaces;
• Work performed primarily at the mine site;
• Frequent bending, kneeling, squatting and climbing;
• May be required to lift moderately heavy objects (up to 50 pounds) during the course of the workday
• International and domestic travel as required.

**Compensation:**
Commensurate with experience; competitive.

**Application:**
Submit resume and cover letter to tcreamer@incoa.com

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of employees so classified.

*Incoa Performance Minerals and its subsidiary Belfond Enterprises, SRL are Equal Opportunity Employers of all persons regardless of race, color, religion, sex, national origin, age, disability, covered veterans, sexual orientation and gender identity. Women, minorities and people with disabilities are encouraged to apply.*