



JOB OPPORTUNITY

Bureau Veritas Minerals (BVM) is a leading global provider of geochemistry, assays and mineral processing services to the exploration and mining community. It has 68 dedicated minerals laboratories located in 20 countries of all major mining regions of the world.

BVM is currently looking for an experienced lab professional for the position of **Fire Assay Lab Manager**.

Position Summary

Responsible for the management of all fire assay laboratory floor employees and assure the efficiency and quality of all production processes to meet client commitments. Interact with other department managers and clients to define production goals and problem resolution.

Duties and Responsibilities

- Oversee and provide technical support in all lab areas such as fire assay techniques, wet assay, AAS and gravimetric instrument analysis.
- Plan and develop systems and procedures to improve the operating quality and efficiency of the laboratory.
- Check data and perform method scheme validation.
- Proactively review standard operating procedures and conduct method validation and verification of new process or instruments.
- Employee management and performance reviews, including hiring, training, scheduling, conflict resolution and termination.
- Coordinate and work with service engineers and maintenance personnel in relation to all laboratory equipment and instrumentation
- Keep and ensure that all verification forms, training records & documentation are up-to-date.
- Maintain inventory control to assure there is a continuous supply of consumables.
- Prepare reports and participate in production meetings regarding safety, training, production, changes to procedures and instrumentations.
- Proactive monitoring of analytical charts and other quality issues that may arise during routine sample analysis, including acting on and completing system non-conformance reports.
- Comply and ensure staff compliance with all company policies, occupational health and safety regulations, laboratory procedures and requirements of the ISO Quality System.
- Other duties as assigned or required from time to time.

**Experience and Qualifications:**

- Bachelor Science degree in Chemistry Sciences or relevant experience in similar laboratory environment
- 5+ year experience in Fire Assay processing with a superior understanding of fire assay related principles.

Skills, Knowledge and Abilities

- Strong oral and written communication skills
- Strong organizing and time management skills
- Strong leadership and interpersonal skills (able to deal with both internal personnel and client issues tactfully and efficiently)
- Able to work independently and as a part of a team
- English, verbal and written will be considered a plus
- IT systems and MS Office skills

Location: Hermosillo, Sonora

Reports to: Operations Manager, México

Interesados favor de enviar su hoja de vida (CV) a la dirección de correo electrónico hrdept@ca.bureauveritas.com indicando el código **MEX-HMSFAM** en el asunto de su mensaje.