



**POSITION:** Field Operations Manager

**ORGANISATION:** African Parks – RCA

**LOCATION:** Kocho, Central African Republic

**REPORTING TO:** Park Manager

**EXPECTED START DATE:** *15 October 2022*

**BACKGROUND:**

African Parks is a non-profit conservation organization that takes on the complete responsibility for the rehabilitation and long-term management of national parks in partnership with governments and local communities. We currently manage 22 national parks and protected areas in 12 countries covering over 20 million hectares in: Angola, Benin, Central African Republic, Chad, the Democratic Republic of Congo, Malawi, Mozambique, Republic of Congo, Rwanda, Zambia, Zimbabwe and South Sudan.

Chinko's mosaic of ecosystems at such latitude on the African continent makes this area incredibly rich and unique in biodiversity. The Chinko Conservation Area (CCA) is an important area for endangered wildlife as well a vast ecosystem with complex interactions and is the only managed protected environment in the remote eastern part of CAR.

**JOB OVERVIEW:**

The Field Operations Manager is responsible for all internal operations, including fleet management, aviation, construction, stock management, maintenance and logistics.

**MAIN ROLES & RESPONSIBILITIES:**

- Develop and implement an integrated operations plan and budget aligned with the park strategy, five-years' business plan, and annual activity plan;
- Ensure the operations team is adequately resources (financial, people and equipment) to effectively meet their day-to-day operations requirements and support and advise head of departments to resolve challenges;
- Oversee all infrastructure development projects and maintenance programmes;
- Ensure effective budget management and cost control;
- Ensure adherence to procurement procedures (tenders, contracts);
- Oversee vehicle fleet management, via workshop manager, which includes licenses, permits, services, fuel and oil management, spares stock, safety, operation procedures (SOP), and technical upgrades.
- Oversee all stock management procedures including monthly checks of spare parts tools and fuel consumption;



- Plan and oversee all construction projects and implement an effective preventative and corrective maintenance schedule for all buildings;
- Oversee the maintenance of the aircraft fleet via the Lead Pilot, which includes licenses, permits, services, fuel and oil management, spares stock, safety and operation procedures (SOP) and technical upgrades;
- Undertake other duties as assigned by the Park Manager.

#### **KEY RELATIONSHIPS:**

- Park Manager
- Heads of Department
- Regional Operations Manager

#### **EDUCATION AND EXPERIENCE:**

- Minimum five (5) years of experience in a similar role, with a preference of two (2) years with a conservation or non-profit organization;
- A post-graduate degree in engineering, construction or related field;
- Demonstrable in-depth understanding of all of the relevant (park) management disciplines described above, practical abilities an advantage;
- Expert knowledge of technical regulations related to operations;
- High degree of knowledge and understanding of a variety of components of operations;
- Excellent organizational, analytical, oral and written communications skills in English in French;
- Strong capacity to manage time and competing priorities;
- Strong initiative, perseverance, and resilience;
- Willingness to live in a remote setting and with previous experience living in Africa;
- Good team player with experience working with multicultural teams.

#### **HOW TO APPLY:**

To apply, please email your CV and cover letter to [centralafrica.hr@africanparks.org](mailto:centralafrica.hr@africanparks.org) by Wednesday, 27<sup>th</sup> September 2022. Please mention the position name in the subject line of the email.

In case you do not hear from us within two weeks after the closing date, this means that your application was not successful.

We thank you for your interest in working for African Parks.