

HEATH & SHERWOOD (1964) LIMITED

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www.heathandsherwood.com



Project Supervisor

Mineral Processing Products & Sampling Systems / Smelting Products

Heath & Sherwood (1964) Limited designs, manufactures, and sells mineral processing and smelter related equipment based in our main office in Kirkland Lake, Ontario. Kirkland Lake is a small mining community in picturesque Northeastern Ontario, with a population of 9000. The town offers a great deal to its residents including numerous service and recreational groups, providing residents with the same amenities available in larger urban centres. Surrounded by Canada's beautiful Boreal Forest, Kirkland Lake boasts easy access to skiing, snowshoeing, and hiking trails, as well as numerous areas to hunt, fish, and explore.

In addition to our main Kirkland Lake office, we also have pilot offices located in Mississauga, Ontario. We also have agents and partners in Australia, India, Mexico, China, Chile, and Italy. These partnerships allow us to maintain a competitive global presence, servicing our customers in over 65 countries.

The Project Supervisor will utilize resources from within the company, and as required from outside contractors, to complete jobs generated through purchase orders and complete requests for technical information by our sales and marketing group.

Each individual project varies in complexity, with order values ranging from \$10,000 to \$1,000,000; the successful candidate will be expected to manage all projects with precision and care.

Project Management & Supervisor may include, but is not limited to, the following:

- producing general arrangement and proposal drawings
- drawing detailing
- project procurement
- reviewing all project documentation
- chairing project kick-off meetings
- advising sales of changes or problems affecting scope, price , or delivery
- communicating with production, engineering, and customers
- assisting in initial bid preparation
- reviewing specifications for conformance or exceptions
- project documentation control and QA
- mechanical, electrical, and fluid power design
- new product design from concept through to marketing
- provide technical support to customers
- implementing and supervising product improvements

- onsite commissioning and installation supervision

The ideal candidate will be in a junior mechanical engineering or technologist position. The self-motivated independent worker will be computer literate in AutoCAD, spreadsheets, databases, and word processing. Excellent communication and interpersonal skills are required. Both domestic and foreign travel, in a smelting, mineral processing environment, will be requirements of the job. A good knowledge of smelting, mineral processing, and electrical systems will be a definite asset.

Salary package is made up of base salary, benefits, and potential profit sharing based on the years profitability and employee performance. Position is currently vacant, and we are flexible as to scheduling interview dates with potential candidates, as well as the start date of the successful candidate. Only candidates selected for an interview will be contacted.

Resume and cover letters can be emailed to Carlo Dal Pai at info@heathandsherwood.com