

SHUT DOWN PLANNER

Location: Nyanzaga Mine Site, Tanzania

Employment Type: Fixed Term of 24 Months.

Perseus Mining (Tanzania) Limited (SMLC) is seeking a **Shut down Planner**.

The **Shutdown Planner** is a key contributor to delivering safe, efficient, and well-coordinated plant shutdowns that minimize production downtime, control maintenance costs, and maximize equipment reliability and plant availability.

The role supports the Planning Superintendent or designated delegate in developing, coordinating, and maintaining comprehensive shutdown plans, schedules, work scopes, and resource requirements. The Shutdown Planner ensures that shutdown work is clearly defined, properly scoped, adequately resourced, and scheduled in the correct sequence to enable safe and efficient execution within the approved shutdown window.

The role coordinates with Maintenance, Operations, Engineering, Reliability, Supply Chain, HSE, contractors, and other stakeholders to ensure that shutdown activities are execution-ready, critical constraints are identified and resolved, and required materials, labour, equipment, specialist services, permits, and access arrangements are available when required.

A key responsibility of the role is to develop and maintain integrated shutdown schedules, monitor progress against the approved schedule, identify delays and emerging constraints, and support timely corrective actions to protect the shutdown completion date and production restart target.

The Shutdown Planner also maintains accurate and up-to-date shutdown planning and work management data within the CMMS, supporting effective planning, scheduling, cost control, reporting, and continuous improvement of future shutdowns.

Key Responsibilities:

Management of Safety, Environment, & Community Relations

- Comply with the Company's Health, Safety, and Environmental (HSE) Management System, site procedures, and all applicable legislative and regulatory requirements.
- Demonstrate a strong duty of care and actively promote a positive safety culture by leading by example and encouraging safe work practices among employees, contractors, and other personnel.
- Maintain a safe working environment within the area of responsibility and actively identify, communicate, and address potential hazards and unsafe conditions.
- Participate in departmental safety meetings, toolbox meetings, incident reporting, and investigations as required.
- Conduct and participate in formal and informal risk assessments, ensuring identified risks and controls are appropriately addressed before work is undertaken.
- Operate vehicles, mobile equipment, and plant only when appropriately trained, competent, and authorized in accordance with Company requirements.
- Promote safety awareness among maintenance and processing personnel and support initiatives that continuously improve HSE performance.

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- Lost Time Injury (LTI) performance – Target: Zero LTIs within the Maintenance Department.

People Management

- Build and maintain positive, professional working relationships with colleagues, contractors, and stakeholders, supporting effective teamwork, communication, and collaboration across multidisciplinary teams.
- Communicate clearly and effectively with all stakeholders, ensuring shutdown priorities, schedules, work scopes, constraints, changes, and critical activities are understood and appropriately communicated.
- Coordinate effectively across multidisciplinary teams to ensure alignment of shutdown activities, resources, work fronts, and execution priorities.
- Demonstrate ownership, accountability, initiative, and professionalism when coordinating shutdown planning activities and resolving planning and execution constraints
- Work collaboratively with Supervisors, Planners, Coordinators, Engineers, contractors, and other personnel while respecting defined roles, responsibilities, and reporting lines.
- Comply with all Company policies, procedures, and standards, including the Code of Conduct, Fit for Work, Equal Employment Opportunity, Discrimination, Harassment, and Workplace Bullying policies, and contribute to a positive, inclusive, and safety-focused workplace culture.

Operations

- Support the Planning Superintendent and Planning Coordinator in developing, coordinating, and maintaining the site shutdown planning and scheduling process.
- Review approved maintenance work requests and proposed shutdown activities to develop and maintain a comprehensive shutdown scope, ensuring work is properly justified, prioritized, and aligned with production and maintenance requirements.
- Coordinate with Mechanical, Electrical, Instrumentation, Operations, Engineering, Reliability, HSE, Supply Chain, and other stakeholders to ensure shutdown work scopes are complete, aligned, and execution ready.
- Develop and maintain integrated shutdown schedules, including activity sequencing, dependencies, milestones, resource requirements, work fronts, and critical-path activities.
- Ensure shutdown work orders and work packages are fully planned, including scope, job steps, labour, duration, materials, tools, equipment, access requirements, permits, isolation requirements, and specialist services.
- Identify and monitor shutdown planning constraints, including materials, labour, contractors, equipment, access, engineering requirements, permits, isolations, and operational interfaces, and coordinate appropriate actions to resolve them.
- Coordinate with Stores, Procurement, and Supply Chain to ensure the availability of critical spares, materials, consumables, tools, equipment, and specialist services before the shutdown.

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- Support contractor planning and readiness by coordinating contractor work scopes, resource requirements, mobilisation requirements, access, materials, documentation, and execution interfaces.
- Participating in shutdown risk assessments and planning reviews to ensure identified risks, controls, isolation requirements, and execution constraints are incorporated into the shutdown plan.
- Monitor shutdown readiness and ensure planned activities meet agreed scope, resource, material, documentation, and scheduling requirements before execution.
- Monitor and report shutdown progress against the approved schedule, identify delays and emerging constraints, and support timely corrective actions to maintain the planned completion and plant restart dates.
- Support daily shutdown meetings and provide accurate information on progress, completed work, outstanding activities, critical-path tasks, constraints, and schedule recovery actions.
- Coordinate changes to the shutdown scope and schedule, ensuring that additions, omissions, and changes are properly assessed, approved, documented, and reflected in the integrated schedule.
- Maintain accurate and up-to-date shutdown planning data within the CMMS, including work orders, job plans, task lists, estimated labour, durations, materials, and work status.
- Support shutdown cost estimating, budget preparation, cost tracking, and forecasting, including monitoring planned versus actual labour, materials, contractor costs, and other shutdown expenditure.
- Participate in post-shutdown reviews to assess schedule performance, scope completion, cost performance, safety performance, resource utilisation, delays, constraints, and lessons learned.
- Capture and incorporate shutdown lessons learned and performance data into future shutdown plans, maintenance strategies, job plans, and scheduling standards to support continuous improvement.
- Prepare and distribute shutdown planning and performance reports, including readiness, schedule progress, backlog, critical-path status, resource utilisation, cost, scope changes, and completion performance.
- Ensure shutdown planning documentation and records are accurate, complete, current, and maintained in accordance with Company standards.
- Perform other duties within the scope of the role as directed by management.

Skills, Knowledge, Abilities and Attributes:

Essential

- Minimum five (5) years' experience in maintenance planning, with significant experience in shutdown, turnaround, campaign, or major maintenance planning, preferably within a mining, mineral processing, heavy industry, or similar operational environment.
- Demonstrated experience using Microsoft Project to develop and manage detailed shutdown schedules
- Proficiency in Microsoft Office applications, particularly Excel, Word, and Outlook.

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- Demonstrated knowledge and practical experience in shutdown planning, scheduling, work management, and execution readiness.
- Demonstrated ability to develop and coordinate integrated shutdown scopes and schedules covering multiple maintenance disciplines, including Mechanical, Electrical, Instrumentation, Operations, and other relevant work streams.
- Ability to develop detailed and executable shutdown work packages, including work scopes, job steps, labour requirements, estimated durations, materials, tools, equipment, access requirements, permits, isolations, and specialist services.
- Strong understanding of activity sequencing, dependencies, milestones, critical-path activities, work fronts, and schedule optimisation.
- Ability to identify, monitor, and resolve shutdown constraints, including labour, materials, equipment, access, engineering requirements, permits, isolations, contractors, and operational interfaces.
- Strong commitment to continuous improvement, schedule performance, cost control, and safe shutdown execution
- Demonstrated experience using a Computerized Maintenance Management System (CMMS) for work-order management, shutdown work management, and maintenance data management.
- Ability to analyse maintenance history, backlog, previous shutdown performance, equipment condition, resource requirements, and work-order data to develop effective shutdown scopes and schedules.
- Good understanding of shutdown safety requirements, risk assessments, isolation/LOTO, permit requirements, access requirements, and safe work practices.
- Ability to monitor shutdown progress against the approved schedule, identify delays and emerging risks, and support schedule recovery and corrective actions.
- Strong understanding of shutdown cost estimation, budget control, forecasting, and planned-versus-actual cost analysis
- Ability to work effectively under pressure and within fixed shutdown windows and production-driven deadlines

Desired

- Mechanical, Electrical, Engineering, Technical Trade, or other relevant maintenance qualification
- Demonstrated experience planning major mining or mineral-processing shutdowns, turnarounds, overhauls, or major maintenance campaigns.
- Knowledge of lubrication, condition monitoring, vibration analysis, alignment, balancing, and other mechanical reliability practices.
- Experience with maintenance reliability, Root Cause Analysis (RCA), failure analysis, and continuous improvement.

Qualifications & Licences:

- Trade qualifications or Diploma in a maintenance or other related field

Additional Information:

- Prepared to undertake external training to complement the operation.

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- Incumbent may be expected to work outside Normal Working Hours on occasions.
- Incumbent will from time to time be required to travel on company business

Opportunities:

- Perseus values its people and offers rewarding and diverse career opportunities for aspiring candidates in the international gold mining industry.

Where You'll Be Working

Nyanzaga Gold Project is Perseus's first planned operation in Tanzania, located in the Lake Victoria Goldfields. A Final Investment Decision was made in April 2025, with first gold production targeted for early 2027. The project places strong emphasis on sustainability and local development, with programs dedicated to employment, skills training, infrastructure, and long-term social outcomes. Once operational, Nyanzaga is expected to become a key contributor to Perseus's future growth and a flagship project in East Africa.

About Us

Perseus Mining Limited is an ASX and TSX listed gold producer, developer, and explorer focused on the African continent.

With a strong pipeline of projects including our flagship Nyanzaga development in Tanzania and an expanding presence in the region, we currently operate three gold mines: Edikan in Ghana, and Sissingué and Yaouré in Côte d'Ivoire.

Driven by a clear growth strategy to maintain annual gold production exceeding 500,000 ounces, Perseus is focused on operational excellence and long-term value creation.

We are dedicated to developing skills, offering rewarding careers, and providing the opportunity to make a real impact within a progressive and growing organisation spanning multiple African nations.

How to Apply

Applications will only be received by email to perseus@globeconnect24-7.com with the advertised job title **Shut down Planner** as the subject line of the email.

Applications close on **21st September 2026**. Perseus Mining reserves the right to remove advertised roles prior to this date. Only shortlisted applicants will be contacted.

To align with Perseus Mining's commitment to safety, the successful candidate will be required to undergo pre-employment checks, including a medical screening.

Perseus Mining is an equal opportunity employer that supports and cultivates a diverse workforce. We value our employees and empower them to enhance their skills and advance their careers

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