

ABOUT ADRIATIC METALS

We value a diverse and motivated workforce that thrives on seeking responsibility for excellence.

Adriatic Metals BH d.o.o. is committed to building a working environment that is secure, fair, and diverse and a culture that fosters leadership and allows every person to contribute and realize their potential. Sound employment practices are crucial to developing a workforce with the necessary skills and qualities to support a successful, ethical, and responsible business. Diversity is celebrated and encouraged.

Student Program Officer

Main responsibilities:

Operating Discipline:

Student Programme Design and Implementation

- Design, coordinate, and implement structured student engineering training programmes.
- Ensure training aligns with mining regulations, safety standards, and operational requirements.
- Facilitate practical, on-site learning experiences for student engineers and high school students.
- Collaborate with senior mining engineers and operational teams to integrate students into real-world projects.
- Communicate with stakeholders to track the progress of students, ensuring that training outcomes align with industry requirements and that students are supported throughout the process.
- Foster a feedback loop with all relevant stakeholders to refine and improve the student training programme and enhance its relevance to the industry.

Student Support & Development

- Provide mentorship and technical guidance to student engineers and high school students, ensuring they meet learning objectives.
- Track student progress, competencies, and technical skill development throughout the programme.
- Offer career development support, including industry insights, job readiness training, and professional networking opportunities.
- Act as the primary point of contact for students, addressing queries and

concerns related to the programme.

Talent Development

- Facilitate professional development programmes aimed at enhancing external skills and career growth.

Compliance & Reporting

- Ensure compliance with mining training regulations, health & safety standards, and industry best practices.
- Maintain accurate student records, attendance logs, and training documentation for audit purposes.
- Prepare regular reports on student progress, programme effectiveness, and recommendations for improvement.

Stakeholder Engagement

- Collaborate with senior mining engineers, HR, and operational managers to ensure that student engineers are integrated into the mining environment in alignment with operational needs.
- Work in collaboration with educational institutions and Talent and Learning Specialist to identify external talent in alignment with operational goals
- Coordinate with the Health, Safety, and Environmental teams to ensure training materials meet safety regulations and industry best practices.
- Foster and maintain partnerships with universities, technical colleges, and academic institutions to ensure the programme aligns with industry needs and academic curricula.
- Coordinate events that celebrate the successful completion of the programme and provide students with opportunities to showcase their achievements to internal and external stakeholders.

ABOUT YOU

The most successful candidate will ideally possess the following:

- Certificate or Diploma in Mining Engineering or a related field.
- 1-3 years' experience in mining operations, training or graduate development programmes.
- Knowledge Microsoft Office Suite (MS Word, Excel, PowerPoint, Outlook and Teams).
- Good analytical, organizational and communication skills.
- Active knowledge of the English language Level B2.
- Driver licence B category.

ABOUT OUR PROCESS

At Adriatic Metals, we are committed to hiring individuals who align with the company's values and meet the requirements of the role. As part of the hiring

process, there are various checks that can be conducted to establish the suitability of candidates for a role, including police/criminal checks, medical checks, business partner checks, right-to-work checks, occupational assessments, and/or reference checks.

To apply for this role, please send a copy of your Resume clearly indicating the name of the role, to posao@adriaticmetals.com.

Please note that only shortlisted candidates will be contacted for further consideration. Once again, thank you for your interest in Adriatic Metals. The vacancy is open until we find our best match. We wish you the best of luck in your job search!

