

We are on a journey of cultural transformation, focused on people, and seeking to enhance diverse talents. Shall we do this together?



Join our diverse team.

Position:

Coordinator Partnership

Work Location: Jakarta

For Regional-National Recruitment

Purpose of the Role:

Plan, coordinate, assess and recommend, and evaluate stakeholders partnership and holding relations as part of stakeholder management system for institutional relations area for both Government and Non-Government including but not limited to NGOs, academic/educational institutions, and professional associations and Holding companies.

Accountabilities:

- Implementing and supervising Environment, Health, Safety, and Risk (EHSR) standards and regulations by ensuring working environmental conditions, equipment, materials, methods, worker behavior, and 5S under area responsibility with the aim of minimizing risk, achieving safe and secure conditions (Zero Harm), clean environment, and achieved work productivity targets.
- Manage the process of stakeholder partnership for Government and non-Government area at Central/out of Local area for both area Growth and Operation.
- Conduct Risk assessment include pre-due diligence check, identification process of the partnership program and align with strategic Stakeholder map, to ensure the recommendation is well addressed business outcome.
- Coordinating for budgeting and planning of partnership and engagement at Central/capital for both Growth and operation area.
- Recommend and execute the partnership process, prepare the business case justification to the management and Board.
- Provide reporting, analysis and evaluation including deviation treatment process of partnership program to ensure the implementations and promoting are meeting VPS and ESG program, ensuring consistency implementation of the actions for creating an environment of operational excellence.
- Coordinating the interface between area partnership for central/strategic area, regional area and local area from both Government and non-Government and others stakeholder identified, to ensure proper relations and collaboration among functions. This is to prevent internal misalignment that may impact to legal aspect for the project development and PTVI operation according to the governance, legal, and institutional partnership standards.
- Establish and evaluate Standard operating procedure of partnership Institutional relation that may interface with our Project Growth and Existing operation, refer to Indonesia regulation, best practice standard and Vale stakeholder management and relations.



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Technical Specializations:

- Having professional experience in stakeholder management and external relations with central Government, non-Government and academic institutions, NGOs, with advance level of relationship and networking with external parties as well as in stakeholder, communications, influencing and interpersonal skills.
- Fluent in English and Indonesia.
- Understanding of Indonesia Mine, Investment and Environment and Forestry Laws and Regulations. mine stages and supporting business process and working permit regulation.
- Time management, sensitivity to the dynamic behavior change of customers.
- Ability to control and cope the expose event situations related to media, shareholder relationship.
- MS Office with reporting skills.

Requirements:

- Bachelor's degree in is required in a relevant subject, preferably in Public Relations/Communications, Humanities, Business Administration, International Relations, Politics, Law, Technical in extractive/mining industry or equivalent.
- Preferably having a master's degree in similar subject as in point 1.
- Minimum 4 - 7 years working experience in related field.
- Preferably having POP, public communication certification.
- Preferably fluent in Mandarin.

How to apply:

- Please submit your application to: <https://s.id/27oib>
- Closing date (inclusive) is on **July 1, 2024**
- Only applicants that meet requirements with complete documents as required above will be notified for further selection process.
- **We support diversity and inclusion in the workplace therefore, we invite prospective female workers and workers with disability to apply for this position.**
- Be careful with fraud, PT Vale Indonesia posts job vacancies information only to trusted third parties by including clear and detailed information, including invitations to the next stage via email with @vale.com domain. We do not collect any fees from prospective employees, neither money transfer nor cash.
- For further information about PT Vale Indonesia Tbk, please visit <http://www.vale.com/indonesia>.



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