WE ARE NOW HIRING

Chief Operations Officer

An exciting opportunity has arisen for Chief Operations Officer position (permanent contract), based in Onderstepoort, Pretoria North.

Type: **Permanent (5 Year Contract)**
Closing date: **2 December 2026**
Apply now: **Email CV to: recruitment@tianaconsulting.co.za**

Main Purpose of the Job:

- The Chief Operations Officer oversees the implementation of operations strategy, compliance with applicable requirements, and strategically support the safe development and manufacture of animal vaccines in line with international standards, while maintaining cost-effectiveness, environmental responsibility, and high product quality.
- The incumbent should ensure that operations comply with Good Manufacturing Practice (GMP), regulatory requirements, and internal quality systems.
- Ensures that company strategy is translated into operational plans, budgets, processes, and performance targets.
- Improve productivity, reduce product loss, control costs, and strengthening operational performance.
- Manage cross functional team to ensure alignment in production output, quality, regulatory affairs, sales, finance, and technical teams.
- Ensures that risks are addressed to avoid business interruption.
- Provide leadership in project management, ensures that maintenance plan is in place
- The incumbent is also responsible for the provision of strategic support to the CEO in the management of organisational objectives and this includes resource management to ensure that business objectives and targets are met.
- Develop plant maintenance and facility strategy and oversee the implementation of the plan.

Requirements:

- Bachelor's or Honour's
- A postgraduate Degree (NQF 8) in a relevant field such as Pharmacy, Pharmaceutical Sciences, Biological Sciences, Biotechnology, Microbiology, Biochemistry.
- MBA or Equivalent Qualification NQF 9 will be advantageous.
- 10 Years' experience in a Manufacturing or pharmaceutical environment of which 6 must have been at a senior management level in either of the following disciplines:
- Production Management in a GMP regulated manufacturing environment in the pharmaceutical industry.
- Experience in manufacturing within the FMCG sector.
- Experience in sterile production processes, packaging, validation, quality assurance, and regulatory compliance.
- Supply chain, production planning, and packaging operations
- Budgeting, cost control, risk management, and business continuity
- Engineering, maintenance, utilities, and facility management
- Operations Management in a manufacturing environment (pharmaceutical industry).
- 10 Years in pharmaceutical manufacturing is advantageous with at least 5–6 years' experience at senior management or executive level.

Other Special Requirements

- Other responsibilities of the role: As determined by the Chief Executive Officer and the requirements of the job.

Key Performance Areas:

Strategic Planning and Management

- Contribute towards the development, implementation and monitoring of the OBP Organisational strategy and objectives.
- Develop, implement and monitor an Operations strategy for the division that is directly aligned with the organisational strategic objectives.
- Develop, implement, monitor and review OBP divisional policies and procedures as required.
- Research area of focus and advise stakeholders on industry best practice policy and procedure standards and measures.
- Oversee implementation of relevant systems, frameworks and initiatives that ensure delivery in line with the legislative frameworks and organisational objectives of OBP.

People Management

- Lead the implementation of strategic targets, performance management, and the required cascading of performance objectives in order to drive operational success.
- Responsible for the overall leadership, direction and development of all staff within the division.
- Lead and guide the determination of staffing requirements and overseeing all personnel processes for the division, such as staff development, mentoring, coaching, recruitment and engagement.

Financial Management

- Provide strategic input and advice to the CEO and Board on the formulation of divisional budgets and forecasts.
- Lead the formulation of annual budgets on behalf of the division for CEO approval.
- Oversee the division's relevant departmental budgets to ensure alignment to the organisation's revenue and efficiency objectives.
- Ensure the costs are contained while maintaining high levels of impact and performance.
- Lead the development of best practices to achieve the larger Operational financial goals.
- Responsible for overseeing that all organisational assets are managed and maintained to the company's standards.

Production and Packaging Planning

- Ensure production plans are updated at a minimum of a quarter frequency.
- Ensure that production and packaging of products is in accordance with production plan.
- Ensure alignment of the production and packaging process and adjustment of schedules as required.
- Ensure adherence to quality management systems, regulatory frameworks and legislative standards for production of vaccines and reagents.
- Ensure adherence to all packaging guidelines and frameworks.

Continuous Improvement of Business Processes, innovation and Research and Development

- Ensure the identification and implementation of continuous improvement opportunities for optimisation of production and EMU processes, environment and facilities
- Translate strategic priorities into funded initiatives;
- Oversee the development of an Innovation roadmap, prioritised initiatives, resource plans and strategic partnerships.
- Coordinate programme delivery across research, development, regulatory and operational teams.
- Connect research and development spending to business priorities.

Effective and Efficient Plant Maintenance and Utilities Supply

- Ensure that a plan is developed and implemented to replace obsolete and critical machinery and equipment.
- Ensure appropriate funding for the replacement of obsolete and critical machinery and equipment.
- Ensure reactive maintenance of production and planning equipment and machinery to reduce down time.

- Ensure development, update and implementation of a preventative maintenance plan for production and packaging machinery and equipment.

Adherence to QMS

- Ensure compliance of production department to QA requirements.
- Provides leadership, guidance and direction to staff in alignment with GMP requirements, department goals and corporate quality standards (Quality Assurance Department).
- Ensure robust quality management execution including those deviations/investigations are resourced and completed on time and are thoughtfully executed.
- Assesses revisions to and conduct gap assessments against manufacturing / corporate standards and proactively drive actions and projects to close gaps.
- Ensures the safety of manufacturing areas and work practices in accordance with Occupational Health and Safety regulations.

Stakeholder Management

- Lead the identification and mitigation of internal systems and procedural barriers to enhance excellent customer service.
- Develop divisional service standards (to be added)
- Stakeholder identification and prioritisation (to be added).
- Build and maintain effective internal and external strategic stakeholder relationships for the purpose of expectations management, knowledge sharing and integration, and to manage the organisation's reputation.
- Lead collaborations with strategic partners locally and internationally
- Represent and participate in the organisation's executive committees and task teams when required.
- Direct the evaluation of services related to contracts with external service providers to ensure delivery of required service(s) are met and meets the required standard.

Risk and Compliance Management

- Advise and contribute towards the mitigation of the overall risk profile of OBP.
- Manage the divisional risk register.
- Lead the mitigation of the division's risk profile through timeous identification of internal and external factors, the application of fraud controls and risk prevention principles, and implementing of sound governance and compliance processes and tools to identify and manage risks
- Lead the coordination and maintenance of strategic quality risk management in line with regulatory requirements.
- Oversee the implementation of compliance with policies and procedures aimed at strengthening the OBP reputation and stakeholder interface.
- Ensure the continuous monitoring of changes in the regulatory environment and that appropriate controls are implemented to address new requirements across the division.
- Ensure the support and provision of evidence to all internal and external audit requirements.
- Lead the maintenance and enforcement of related Service Level Agreements to minimise business risk and ensure business continuity.
- Ensure adherence in the team to all relevant legislation, including internal policies and procedures throughout the organisation.

Intellectual Property Commercialisation

- Embed IP protection into operations and R&D.
- Establish practical controls to safeguard inventions, proprietary formulations, manufacturing processes, and methods, research data and trade secrets throughout development, technology and commercial production.
- Oversee risk based access controls, supplier and collaboration governance, and escalation of IP breaches.

Other Key Competencies:
The candidate must demonstrate the following skills and attributes:

Deciding and Initiating Action

- Takes responsibility for actions, projects and people; takes initiative and works under own direction; initiates and generates activity and introduces changes into work processes; makes quick, clear decisions which may include tough choices or considered risks.

Leading and Supervising

- Provides others with a clear direction; motivates and empowers others; recruits staff of a high calibre; provides staff with development opportunities and coaching; sets appropriate standards of behaviour.

Working with People

- Shows respect for the views and contributions of other team members; shows empathy; listens, supports and cares for others; consults others and shares information and expertise with them; builds team spirit and reconciles conflict; adapts to the team and fits in well.

Adhering to Principles and Values

- Upholds ethics and values; demonstrates integrity; promotes and defends equal opportunities, builds diverse teams; encourages organisational and individual responsibility towards the community and the environment.

Applying Expertise and Technology

- Applies specialist and detailed technical expertise; uses technology to achieve work objectives; develops job knowledge and expertise (theoretical and practical) through continual professional development; demonstrates an understanding of different organisational departments and functions.

Persuading and Influencing

- Gains clear agreement and commitment from others by persuading, convincing and negotiating; makes effective use of political processes to influence and persuade others; promotes ideas on behalf of oneself or others; makes a strong personal impact on others; takes care to manage one's impression on others.

Formulating Strategies and Concepts

- Works strategically to realise organisational goals; sets and develops strategies; identifies, develops positive and compelling visions of the organisation's future potential; takes account of a wide range of issues across, and related to, the organisation.

Delivering Results and Meeting Customer Expectations

- Focuses on customer needs and satisfaction; sets high standards for quality and quantity; monitors and maintains quality and productivity; works in a systematic, methodical and orderly way; consistently achieves project goals.

Adapting and Responding to Change

- Adapts to changing circumstances; tolerates ambiguity; accepts new ideas and change initiatives; adapts interpersonal style to suit different people or situations; shows an interest in new experiences.

Coping with Pressures and Setbacks

- Maintains a positive outlook at work; works productively in a pressurised environment; keeps emotions under control during difficult situations; handles criticism well and learns from it; balances the demands of a work life and a personal life.

Achieving Personal Work Goals and Objectives

- Accepts and tackles demanding goals with enthusiasm; works hard and puts in longer hours when it is necessary; seeks progression to roles of increased responsibility and influence; identifies own development needs and makes use of developmental or training opportunities.

For mor information about the position, please contact us on 011 431 1354, one of our Consultants will assist you.