

MEVCO



Operations Manager Perth, WA

Reports to the Chief Commercial Officer

About us

MEVCO | We deliver long-term solutions, not just light vehicles for the world's largest mining companies. MEVCO offers customised electric fleets for the mining industry, along with data-powered insights through MEVConnect, charging solutions, and ongoing service and support.

Examples of MEVCO Solutions:

MEVConnect – We collect and analyse vehicle, operational, safety, charging, efficiency, and driver data. MEVConnect provides real-time insights into preventative maintenance and the performance of a mining electric vehicle fleet.

Comprehensive EV Training & Change Management – We implement mining fleet transitions to reduce cost while improving working conditions, health, safety and comfort of mine workers by reducing diesel particulate exposure, noise, vibration, and fatigue levels.

Electrical and Infrastructure Planning – We advise our clients on establishing effective charging stations, both fixed and portable solutions while assessing the infrastructure required to get power to those locations.

Operations Manager Position Details:

You will manage procurement, logistics, and inventory for our Perth operations. This role will also oversee the day-to-day operations of our office, ensuring it runs smoothly and efficiently. The ideal candidate is a hands-on problem solver who can handle multiple responsibilities, from managing office supplies to coordinating logistics and procurement.

What will you do at MEVCO:

Beyond contributing to the company's success, you will play a critical role in advancing goals related to sustainability and environmental responsibility. By driving the adoption of electric vehicles in the mining sector, you will be at the forefront of reducing carbon emissions in one of the world's most critical industries. As more mining companies adopt MEVCO's technology, they move closer to achieving a greener, more sustainable future. Your role will not only advance MEVCO's vision but also help set a precedent for how industries can align their operations with environmental sustainability goals.

Why This Role is Important:

Your role is critical because you will:

- 1. Provide Logistics and Procurement Management:** You will manage procurement, logistics, and inventory for our Perth operations. This role will also oversee the day-to-day operations of our office, ensuring it runs smoothly and efficiently. You will bring your hands-on problem-solving expertise to handle multiple responsibilities, from managing office supplies to coordinating logistics and procurement for the team.
- 2. Management of our Office:** Ensure the smooth day to day operations of the office, including supply chain and facilities care. Manage office equipment, including maintenance and repair needs. Coordinate office services such as cleaning, utilities and other facilities services. Assist with administrative tasks, including office scheduling, coordination of meetings, and managing office budgets.
- 3. Be Leader in Team Collaboration and Support:** Work closely with internal teams to manage procurement and inventory needs for ongoing projects. Provide administrative and logistical support to team members as needed. Coordinate office events, meetings and employee onboarding in collaboration with HR.

You will be a pivotal driver of growth and success, enabling MEVCO to transition from start-up to a thriving business driving change in the mining industry.

Are you what we are looking for?

Experience:

Proven experience in logistics, procurement, or inventory management. Strong organisational and multitasking skills. Prior experience in office management or a similar administrative role is a plus. Excellent communication skills, with the ability to manage vendor relationships.

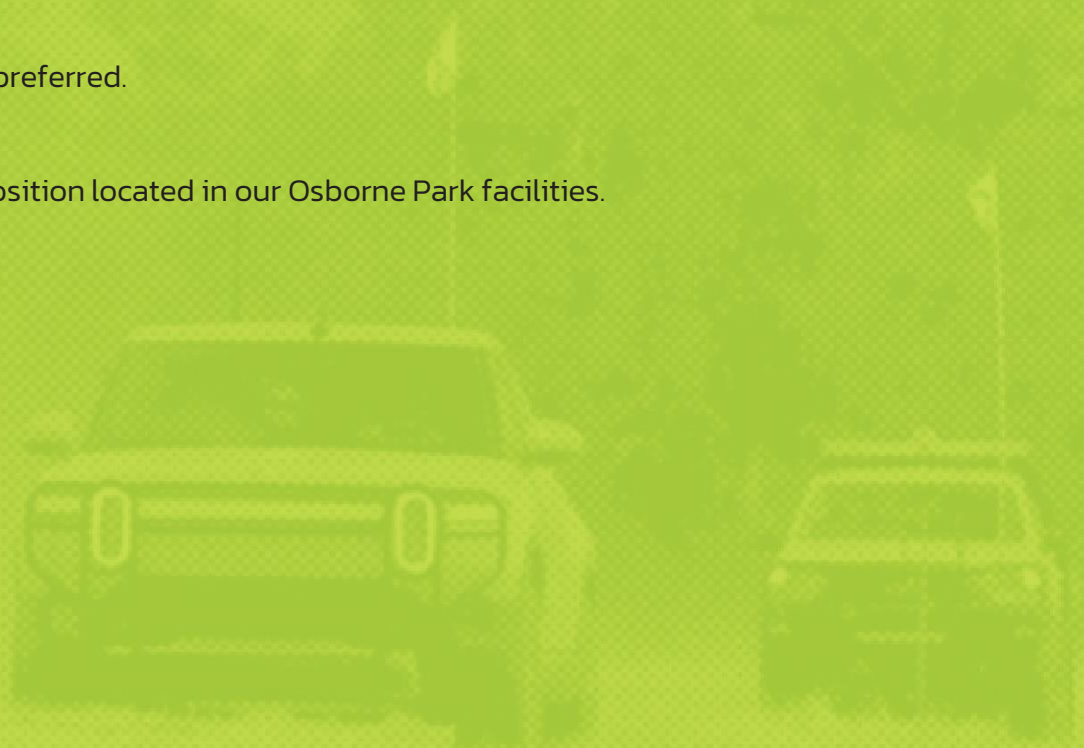
Proficiency in inventory management and office software systems. Ability to problem-solve and handle multiple tasks efficiently. Desire to work in a fast paced start up environment.

Education:

Bachelor's degree is preferred.

Additional Details:

This is an in-office position located in our Osborne Park facilities.





Why MEVCO:

Joining our global team means being part of a community that values creativity, supports each other, and embraces new ideas. If you're ready to be challenged, supported, and inspired, then we'd love to talk with you! We value diversity and inclusion – our growing team is made up of over 10 different cultures already. We foster a vibrant and dynamic atmosphere where creativity thrives and collaboration is key.

The good stuff!

- **We offer a competitive base salary plus superannuation**
- **An amazingly talented global team of like-minded passionate people who care about each other and our environment.**

Please reach out directly to our MEVCO Director of Talent if interested.

Please send your CV and Cover Letter (noting role in subject line) to wendy@mevco.com.



Wendy Van Der Maas

Director of Talent

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