



JOB GOALS

- To establish contracts and communications between the company and the service providers that ensure performance deliverables are met

SKILLS THAT PLAY A PART

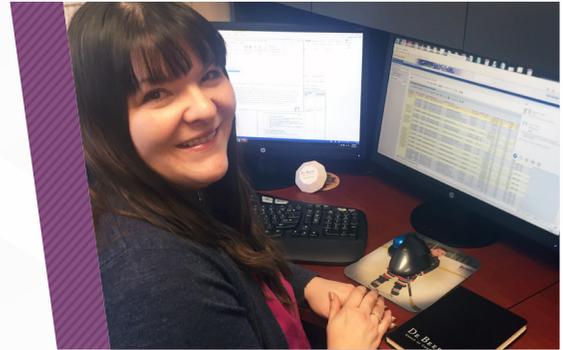
- Leadership, procurement, administrative, and technical knowledge

EDUCATION AND TRAINING NEEDED

- High school diploma (Grade 12)
- Work experience within mining is an asset, obtaining a supply chain management program diploma or a project management designation, training in procurement and contract law, leadership training and train the trainer certification are a good base for this role

TRAINING RESOURCES

- Andrea said she is lucky to have worked in many different areas of mining over the span of her career that gave her a great foundation of knowledge for what she does now
- The job requires leadership training and skills, as well as training in project management
- Project management classes



ANDREA SLUGGETT

Operations Contract Performance Manager

GAHCHO KUÉ DIAMOND MINE

(De Beers Canada/Mountain Province Diamonds)

Andrea's job is all about maintaining relationships with contractors and creating new ones – as Gahcho Kué's operations contract performance manager. In a typical work day, she communicates with contract owners, service providers and potential service providers to ensure there are agreements in place, and that the work is done safely, on track and on budget. She also mitigates issues and maintains an open line of communication.

Andrea works closely with contract owners and service providers as well as colleagues based at De Beers Canada's Calgary operational support centre. She provides training and assistance in contract management and procurement as well as assists with SAP.

SAP, named for the company that created it, is computer software and technology that integrates management of key business functions of companies. Andrea has been working in the NWT mining industry for 22 years, starting as a temporary administrative assistant and then in various jobs, both on and off the mine site.

"Working in mining is dynamic – every day you have the opportunity to learn new skills and work with new people," she said.