



VACANCY: COUNTRY / BRANCH MANAGER

Location: Walvis Bay

Grading: Patterson D2

Company Overview

Kryo Namibia (Kryo Investments Namibia) is a dynamic and fast-growing enterprise operating within the industrial gases sectors. We are entering a period of **significant growth over the next four years**, creating opportunities for ambitious individuals who want to grow with us. This trajectory offers not only the potential for material benefits but also exceptional prospects for career advancement and personal development. Our vision is to set new benchmarks in operational excellence, service delivery, and customer satisfaction.

Role Purpose

The Branch Manager is responsible for overseeing all aspects of branch operations, staff supervision, financial controls, service delivery, and compliance. This role ensures that the branch functions efficiently and profitably while maintaining high standards of customer service and operational excellence.

With Kryo's strong growth forecast, this position is ideally suited to a motivated leader who is eager to expand their career alongside the organisation. The successful candidate will play a central role in shaping the branch's success, benefiting both materially and professionally as Kryo continues its expansion.

Reporting to: The 2 Directors

Key Responsibilities

1. Branch Operations Management

- Oversee day-to-day branch operations, including sales, administration, service delivery, and stock control.
- Monitor and improve workflows to ensure efficient, on-time service.
- Ensure effective use of all operational systems (ERP, Payroll, etc.) for control and reporting.

2. Leadership and People Management

- Lead, motivate, and develop branch staff to achieve organisational goals.
- Oversee recruitment, training, performance management, and retention.
- Enforce HR policies and disciplinary procedures consistently.
- Conduct regular staff meetings and operational briefings.

3. SHEQ Management

- Drive a strong safety and compliance culture across operations.
- Develop staff to identify and mitigate risks proactively.
- Engage customers to enhance safety across the value chain.
- Lead initiatives to achieve and maintain ISO and other SHEQ certifications.

4. Financial Management

Compliance, Risk & Internal Controls

- Ensure financial governance, compliance, and risk management.
- Manage statutory compliance (tax, customs, and excise procedures).
- Safeguard assets and uphold corporate governance requirements.
- Liaise with external auditors and provide accurate documentation.

Budgeting & Cash Flow

- Lead annual budgeting and resource allocation.
- Oversee cash flow forecasting to maintain liquidity.
- Monitor variances and implement corrective measures.
- Ensure accurate petty cash, invoice reconciliation, and asset registers.

Management Reporting

- Submit accurate monthly, quarterly, and annual reports.
- Provide variance analysis and corrective action plans.
- Participate in strategic planning sessions and forecasting.

5. Customer Relations and Marketing Management

- Act as senior point of contact for high-value clients.
- Execute sales strategy, manage contracts, and drive market positioning.
- Collect and analyse customer feedback to improve service.

- Track competitor activities and adjust branch strategy accordingly.

6. Supply Chain and Logistics Management

- Build supplier and transporter relationships for cost efficiency.
- Oversee procurement, warehousing, and distribution.
- Ensure supply continuity and responsiveness to market developments.

Fleet & Asset Management

- Manage maintenance, allocation, and utilisation of vehicles.
- Monitor downtime, costs, and compliance of all assets.
- Liaise with suppliers/workshops to optimise fleet performance.

Minimum Requirements

Education

- Grade 12.
- Diploma/Degree in Logistics, Business Administration, or related field (advantageous).
- Valid Code B driver's license (PDP advantageous).
- Fluent in Afrikaans and English (spoken and written).
- Sound working knowledge of Accounting and Payroll (Exact and Pastel) and Microsoft Excel.

Experience

- 5–7 years in management roles (senior level preferred).
- Proven experience managing a profit centre (marketing, people, supply chain, SHEQ, finance).
- Leadership experience in dynamic, fast-paced environments.
- Strong knowledge of ERP, financial systems, and reporting tools.

Skills and Attributes

- Proficiency in Microsoft Office Suite and ERP systems.
 - Strong analytical and problem-solving skills.
 - Excellent organisational and time management abilities.
 - Outstanding communication and leadership skills.
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Application Process

Interested candidates should apply through our recruitment portal at www.jobopportunities.net. Applications must include a **cover letter, CV, and copies of relevant certifications**.

Closing Date

2 September 2025 @ 07:00PM