

Assistant Manager Operations

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Company: EBCO (Pvt.) Ltd.

Location: Karachi Division

Category: other-general

Assistant Manager Operations EBCO (Pvt.) Ltd., Pakistan We are looking for a responsible Assistant Manager Operations to assist General Manager Operations in achieving overall Departmental goals. Assistant Manager Operations will be responsible but not limited to the following Assist the GM Operation in organizing, planning and implementing strategies Coordinate all operation matters under the supervision and guidance of GM Operations Closely coordinate and follow-up with Maintenance Department in day to day matters Monitor Operating Costs, Budgets and Resources Ensure schedules and objectives are met Supervise, Train and motivate Officer level staff Communicate with clients and evaluate their needs and specifications Manage and coordinate recoveries from clients Create reports, analyze and interpret data Job Specification Minimum Bachelor's Degree from a reputable institution with minimum 4 years' relevant experience. Master's Degree in Business Management will be an added advantage. S/He must have good project management and problem solving skills; must have high level of proficiency in computer literacy with excellent interpersonal and communication skills (both verbal and written) in English and Urdu.

#J-18808-Ljbffr

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