

## Desk Engineer / Demand Planner

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Company: Parker Connect

Location: Abu Dhabi

Category: other-general

Desk Engineer / Demand Planner

Scope of work: Responsible to co-ordinate customer related services including but not limited to:

Operations – Allocation / Manual Reservation (MR) / Dispatch

Receipt and tracking of Tubular Allocations

Daily Drilling Report (DDR) Review and Operations status tracking

Management of MR's and uploading data into inventory system (Tubestream)

Modified Goods Management (perforated, coated pipe etc.)

Inspection Planning with VMI Operations (Ops) team

Communicate with each Drilling Supervisor (DS) to confirm delivery dates

Dispatch and trucking management from yard to delivery point

Arrangement of Transportation docs if required (Gate Pass Form, Permit etc.)

Preparation of Delivery Note (DN) and handover to Ops

KPI monitoring and keep tracking.

Operations – Rig Returns (RR)

Receipt of RR requests

Negative Reservation (NR) receipt and verification prior to booking trucks

Truck booking with Transporter (DSV, Cardiff etc.)

Dispatch and trucking management from delivery point back to yard

Tool Service yard backloads and inspection report submissions to QA/QC.

Operations – Delivery Notes (DN)

Creation, review, and management of DN's

Management of unsigned DN's through to PIC for signature

Follow up with transporter(s) for unsigned DN's

Completion of fully signed DN's from all third-party deliveries

Submission and follow up with (local agent).

#J-18808-Ljbffr

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