

## Desk Engineer / Demand Planner

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Company: Parker Connect

Location: Abu Dhabi

Category: healthcare-practitioners-and-technical

## Desk Engineer / Demand Planner

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

**(Onshore & Offshore)**

### **?Operations – Allocation / Manual Reservation (MR) / Dispatch**

- oReceipt and tracking of Tubular Allocations**
- oDaily Drilling Report (DDR) Review and Operations status tracking**
- oManagement of MR's and uploading data into inventory system (Tubestream)**
- oModified Goods Management (perforated, coated pipe etc.)**
- oInspection Planning with VMI Operations (Ops) team**
- oCommunicate with each Drilling Supervisor (DS) to confirm delivery dates**
- oDispatch and trucking management from yard to delivery point**
- oArrangement of Transportation docs if required (Gate Pass Form, Permit etc.)**
- oPreparation of Delivery Note (DN) and handover to Ops**
- oKPI monitoring and keep tracking.**

### **?Operations – Rig Returns (RR)**

- oReceipt of RR requests**
- oNegative Reservation (NR) receipt and verification prior to booking trucks**

- oTruck booking with Transporter (DSV, Cardiff etc.)
- oDispatch and trucking management from delivery point back to yard
- oTool Service yard backloads and inspection report submissions to QA/QC.

#### ?Operations – Delivery Notes (DN)

- oCreation, review, and management of DN's
- oManagement of unsigned DN's through to PIC for signature
- oFollow up with transporter(s) for unsigned DN's
- oCompletion of fully signed DN's from all third-party deliveries
- oSubmission and follow up with (local agent).

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