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Established in the 1930s as a trading business, Al-Futtaim Group today is one of the most diversified and progressive, privately held regional businesses headquartered in Dubai, United Arab Emirates. Structured into five operating divisions; automotive, financial services, real estate, retail and healthcare; employing more than 35,000 employees across more than 20 countries in the Middle East, Asia and Africa, Al-Futtaim Group partners with over 200 of the world's most admired and innovative brands. Al-Futtaim Group's entrepreneurship and relentless customer focus enables the organization to continue to grow and expand; responding to the changing needs of our customers within the societies in which we operate.

Responsibilities:Accountable for the operation, maintenance and repair of the total facility systems including MEP, Fire-fighting, Low Current, Structural, Housekeeping, Security, Pest Control , Landscaping, etc. to minimise repetitive maintenance calls

Review Maintenance Orders and follow up with the staff/contractors for timely completion.

Ensure Maintenance orders are closed as per SLA

Ensure predictive, preventive and reliability centered maintenance programs, including maintenance check sheets, maintenance logic decision trees, etc. are followed as per SLA's

Conduct facility survey and coordinate annual inspections with business/vendors and include occupant safety practices. Prepare accurate and timely Facility Audit Reports for "Look &

Feel” and “Detailed Audit Report”

Implement policies and procedures to include safety practices laid by the Management and ensure they are followed by the staff/service providers.

Prepare RFQs and Tender documents and review the quotations prior submission to Management

Monitor and evaluate performance of Facility service providers as per set

KPI.Requirements:Time management

Work to deadlines

Technically competent with the ability to understand customers’ needs and requirements

Work on own initiative and under pressure

Experience in CAFM platform

Good communication skills

Possess UAE driving license

Spoken Arabic an advantage but not essential#J-18808-Ljbffr

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