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Logistics and Stores Co-ordinator Jobs in Dubai | Raytheon Technologies

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Logistics and Stores Co-ordinator Jobs in Dubai | Raytheon Technologies

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Description:

Stores Co-ordinator Interfaces with internal and external stakeholders to schedule shipping of products from the site to customers to optimize service, cost and product flow: /

Job Responsibilities:

Prepares domestic and international export documentation.

Ensures that all material is received and shipped in a timely manner and that all International Trade Compliance requirements are complied with.

Performs a variety of heavy warehousing, storeroom, maintenance and/or distribution activities.

Stocking, inventory control, data input, retrieving parts or units and material distribution and/or delivery.

Responsible for accurately counting parts on the cycle count program.

Distributes and conveys paperwork, materials and parts to and from storage or work site to designated areas.

Job Requirements:

Degree or High School Diploma required.

Hazardous Materials (HAZMAT) certification preferred.

UAE Driving License is a must; Forklift License preferred.

Aerospace industry experience (minimum 3 years), preferably in an MRO.

Fluent in English. Ability to effectively communicate, both verbally and in written form

Experience with export documentation, import documentation and classification preferred.

#J-18808-Ljbffr

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