

Maintenance Supervisor – Fuel Station Jobs in Dubai | dnata Careers

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Company: dnata

Location: Dubai

Category: architecture-and-engineering

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Job Responsibilities:

Monitor available stocks, prepare purchase requisitions on daily basis for required quantity of fuel, forward to suppliers 24 hours before the required date.

Ensure requested fuel products are delivered by the supplier on time, cross check the delivery advice for variance, confirm the receipt of supplied quantity by assessing the stock in fuel tanks before and after unloading fuel products on daily basis.

Maintain records as per the defined process and follow the procurement process in line with Work Instruction/ SOP on a daily basis.

Maintain daily pre & post stock record of all fuel products, confirm accuracy of fuel quantity delivered by the supplier and confirm on the purchase order figures.

Job Requirements:

12 Years schooling or equivalent

4-6 years' experience in Engineering, maintenance or workshop team management role.

English Level 5

Proficient IT and Computer Literacy

#J-18808-Ljbffr

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