

United Arab Emirates Jobs Expertini®

Warehouse Service Coordinator

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Company: Black Box

Location: dubai

Category: other-general

Knowledge, Skills, Abilities Accountability - Demonstrates an understanding of the link between one's own job responsibilities and overall organizational goals and needs, and performs one's job with the broader goals in mind. Takes personal ownership in organization's success. Customer Focus - Demonstrates concern for meeting internal and external customers' needs in a manner that provides satisfaction for the customer. Strong computer skills and related applications (Excel, Peoplesoft, SL Dynamics, SAP, UPS and FedEx freight application experience a plus) Excellent interpersonal and communication skills Ability to work under pressure to meet deadlines Ability to multi-task Ability to work in a fast paced environment Able to multi-task and resolve difficult situations Good logistic skills. Familiarity with shipping practices and procedures I/P, telephony or computer product knowledge desired Certification on forklift equipment. Education/Experience Requirements High School Diploma, or equivalent 3 years of Warehouse experience 3 years of inventory knowledge 3 years customer service Proficient in MS Office (Word, Excel, PowerPoint), Outlook, SharePoint, ERP.

#J-18808-Ljbffr

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