

ACCOUNT ASSISTANT

Company Name : Leading FMCG company in Dubai Airport Free zone

Accountants Assistant : The ideal candidate should be a B.Com graduate with 1-2 years of accounting knowledge and experience in ERP.

Salary: AED 4000 plus annual benefits according DAFZA law

Send CV To – linda@ascentbc.net

(Posted : 12-October-2010)

Company Name : A Free Zone based Lighting Solutions Provider

Reference : Ramesh Viswanathan

LIGHTING SALES - SALES ENGINEER (Senior) & LIGHTING SALES - SALES ENGINEER (Junior)

Attractive remuneration package offered and performance based yearly bonuses.

Graduate Engineers, preferably with B. E/B. Sc in Electrical with minimum 1-3 years related experience in Sales & Marketing and handled large projects for Lighting products, specification sales through Architects, Consultants, Designers, High End clients, Government bodies and Contractors. Knowledge of Lighting design software will be an added advantage and should have a valid UAE driving license.

Eligible candidates (with prior lighting sales experience only!!!) may email their Resume with a photograph

Send CV To – lighting.recruit@gmail.com

Reference : Ramesh Viswanathan

ACCOUNTNAT Qualification – M.Com / B.Com with minimum 3 Years Exp in UAE

Software Knowledge –Tally ERP 9. Salary Structure – AED 5,000/- to 8,000. Location - Dubai

Send CV To – sai@emiratesca.com

(Posted : 05-October-2010)

Company Name : Leading IT and Communication MNC Company

System Engineer : Experience 3 plus + Driving License.

Qualification : Knowledge and Experience of Networking LAN, WAN, Cisco, Switches

Salary + Benefits : Minimum Dhs. 6,000/- Plus normal benefits. NOC Required - Yes

Send CV To – ksharma@ncs.com.sg

Reference : Ramesh Viswanathan

POSITION : TO MANAGE A COMPANY IN SHARJAH

Experience those having UAE Driving License gets preference.

Company Civil Contracting, Cleaning and Maintenance company in Sharjah

Profile : Deal with the clients, Prepare Quotations and execute orders, Manage the company

Contact detailssysjobcell@gmail.com

POSITION : TECHNICIAN (LOW CURRENT SYSTEMS)

Qualification : Diploma

Experience : Min. 3 years exp in Installation of SMATV, CCTV and Access control

Contact detailssysjobcell@gmail.com

Location : Abudhabi

POSITION : AUTOCAD DRAUGHTSMAN-PLUMBING & HVAC

Experience : 5 years experience in Plumbing & HVAC Drawings

Location : Reem Island, Abudhabi

Contact : rockeymathew@gmail.com

ADMIN MANAGER

Requirements |

Education: Bachelors, Masters or Post Graduate (the equivalent level in the home country).

The Degree should be Business, Marketing, Management, Commerce, Engineering or something related.

Work Experience | Candidate should have some prior work experience in the range of 1-2 years.

Previous extensive personal travel is also an advantage. Work experience might be internships, industry placements, work before or after University, or even work during University depending on the experience Prior knowledge of shipping not necessary

Personal Competencies | Drive, leadership, business orientation, team understanding, maturity, international mindset

Age: 23 - 28 years, Salary: AED 12000-14000, Benefits | Yearly ticket and medical insurance

Interested candidates, please send your CVs to Jinky T. Longanilla at uaehrdrec@maersk.com with the job title in the email subject box.

PROCESS EXPERT (SUPPLY CHAIN)

Role

- Key driver to ensure high level process and system knowledge within a defined region
- Identifies and evaluates improvement potential and initiates change requests considering the effects on processes and impact on the Supply Chain.

Tasks

- Primary contact point for the GPO and other involved parties to manage process changes, release upgrades and new functionalities
- Training of Users in process, data & systems know how
- Identifies/collects data, provides feedback and takes coordinates actions with responsible managers regional and in the markets
- Monitoring of the logistics performance in the markets and defines corrective actions
- Coordination and planning of improvement measures to ensure a highly efficient logistics operation and organization
- Willing to enlarge and share Logistics know-how, new technologies and processes

Ramesh Viswanathan (Social Service)

ramesh_vis@hotmail.com

+97150 5865375

Functional Expertise

- Has a technical or business university degree
- Has very good commercial and relevant Supply Chain experience
- Has good negotiation and communication skills in English and at least 1 other language
- Has very good process and system know-how in multiple Supply Chain processes
- Understanding the business
- Understands the company's business model and planning and steering tools
- Understands Logistics and Supply Chain, process excellence and the company's position
- Has good insight in process development and understands an integrated system approach
- Understanding and defining what needs to be done
- Develops implementation plans for new processes and system functionalities, monitors processes and actively supports the development of an efficient reporting tool
- Convinces other stakeholders – is clear, steps out, acts with courage, is entrepreneurial Getting things done
- Contribute in implementation of the Process Excellence strategy, implements projects and tasks, and actively drives improvements
- Communicates in a way that is understood by the team
- Is persistent in achieving progress despite obstacles and short-term setbacks
- Working with others
- Ability to work in a team and live the company's values
- Talented at building relationships/networks with colleagues in other teams as well as external partners
- Talented in change management
- Developing yourself and others
- Enhance and shares know how with the team
- Inspires the team by setting a good example
- Is willing to continuously learn, takes calculated risks and learns from failures

Interested candidates, please send your CVs to Vijay Menezes at logistics.jobz@gmail.com with the job title in the email subject box

LOGISTICS – WAREHOUSE

Location: Dubai

1) Supply Chain Manager (Male)

Preferably Indian, with 6-10 years of relevant exp. in a large Co.

[Ref: scm/bme/001/10]

2) Warehouse Supervisor (Male)

Preferably Indian, with around 5 years of exp. in a large Co. / Warehouse

Must have experience in office administration.

[Ref: whs/bme/002/10]

Interested candidates, please send your CVs to Nitesh Monteiro at recruitment.bme@mohebi.com with the job title in the email subject box and quoting the reference numbers mentioned

EVENT MANAGEMENT

An event management company specializing in entertainment and in-house production (theatrical shows & props) is looking to fill the following positions:

- 1) Designer (Specializing in weddings – high-end local style)
- 2) Senior Accountant (To manage the whole department)
- 3) Manager (For our quotation and presentation department)
- 4) General Manager (From high-end event management background)

Interested candidates, please send your CVs to David Bayatti at david@flyingelephantuae.com with the job title in the email subject box.

CONSULTANTS (GRAPHICS PRODUCTS)

Location: DAFZA, Dubai

The company is one of the world's largest manufacturers of creative and technical papers having operations in Europe, North America, Latin America and Asia.

With 35 papers mills worldwide and close to 8000 employees, the company is a global player in the creative papers business.

The company sells its papers through a network of merchants worldwide.

Position: Consultant (Graphic Products)

Gender: Preferable female (Male candidates welcome too)

Age: Between 25-35 years

Job Description

- Visit Advertising Agencies, End Users and Printers to market the range of fine papers.
- Meet designers, creative directors and production managers within agencies to showcase and explain the fine papers range. Main objective is to get the Ad agency to specify the paper to all their clients and End users.
- Visit big corporates and Government Ministries.
- Visit printers to close the loop with Ad agencies and End Users.
- Distribute Swatch books and all printed papers samples from the company to Agencies, End Users and Printers.

- Coordinate with Distributors to ensure smooth delivery of paper samples to Agencies and Printers.
- Report to the Regional Sales Manager and Director. Coordinate with the Central Marketing Team in Europe especially during new product launches.
- Make projects reports and make presentations at regular intervals to Distributors.
- Travel within the GCC countries once a quarter to market the range to the distributors and few key customers.
- Travel to Europe for product training.
- Be goal driven, committed and work within the rules and framework of the organization.
- Someone with a vivacious and outgoing personality.

Work experience: Ideally a candidate who has experience within the Graphics/ Print industry or any candidate with Sales / Marketing Experience.

Salary: To be discussed during interview.

Other benefits: Housing Allowance, Bonus (every 6 months), company car with fuel, company Mobile and other benefits as per UAE law.

Interested candidates, send your CVs to Merwyn Goveia at emmanuel.inc12@gmail.com with the job title in the email subject box

GRAPHIC DESIGNER

This position could be part-time, permanent or freelance

Qualifications (Required)

- Minimum 5 years experience in graphic design
 - Experience with web site design and updates
 - Macintosh knowledge, good working knowledge of Quark Express, Photoshop, Illustrator, Dreamweaver, and experience with Microsoft Office
 - Organized and detail-oriented
 - Ability to handle multiple projects at once
 - Ability to meet tight deadlines
 - bachelor's degree in graphic design, art or related field or equivalent experience
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- General marketing experience
 - Editing skills

Only graphic designers who can provide their portfolios will be considered.

Interested candidates, please send your CVs to Parisa Seif at parisa@kleindienst.ae with the job title in the email subject box.

SALES EXECUTIVE (TRAVEL)

Candidate should be from the Travel Industry.

3-5 years of relevant experience

Open nationality

Salary: AED 8000-10000 + Incentives

Interested candidates, please send your CVs to Jubal Rodrigues at jubal89@gmail.com with the job title in the email subject box.

ADMIN ACCOUNTANT

- There's a requirement for an accounts/admin person
- Must have 3-5 years of experience, with good accounting back ground
- Good communication skills are necessary
- Should be able to follow up payments from clients/customers
- Would be involved in admin related activities
- Salary: AED 4000

Interested candidates, please send your CVs to Kevin Rodrigues at kevin.john.rodrigues@gmail.com with the job title in the email subject box.

SALES EXECUTIVE

- Must have 1+ year of experience in IT sales
- Location: Dubai
- Good communication skills are a must
- Salary: Negotiable
- NOC is a must candidate should be ready to pay the ban
- Candidates on visit visa can apply.

Interested candidates, please send your CVs to Kevin Rodrigues at kevin.john.rodrigues@gmail.com with the job title in the email subject box.

- 1) TELEPHONE OPERATOR & RECEPTIONIST
- 2) Room Reservations Staff
- 3) Front Office Executive
- 4) Restaurant Staff

Interested candidates, please send your CVs to Mr. Muazzam at muazzam@ramadacontinental.com with a CC to Mr. Yousef at yousef@ramadacontinental.com with the job title in the email subject box

SECRETARY

A reputed travel agency located in Dubai is looking for a secretary, 5 day a week with secretarial experience (fresher's welcome)

Interested candidates, please send your CVs to Nias at nias73@gmail.com with the job title in the email subject box.

EVENT COORDINATOR

A reputed travel agency located in Dubai is looking for an event Coordinator to handle conference and events. Will be coordinating the same for a travel agency.

Interested candidates, please send your CVs to Nias at nias73@gmail.com with the job title in the email subject box.

SALES EXECUTIVE

Required for Kuwaiti based Company. Graduate, 25 – 35 years, knowledge about liaising with Shipping line, Road Transport, airport/seaport/ and customers. UAE Driving License and NOC required. Salary AED 8000 + Incentives

Procurement Executive

Graduate with 2 years experience in handling purchasing procedures & UAE Food Provisions markets. Monitor inventory & handle invoicing & Orders. Good communications skills. Visit Visa candidates will be given preference. Salary AED 2,500 + Accommodation + Food.

Data Entry Operator

Graduate with 2+ years experience, excellent PC skills, Good knowledge of Excel - Conditional Formatting, V-Lookup and Pivot Tables. Salary 3,000 + Annual Benefits

Interested candidates, please send your CVs to Simon D'Souza at jobs@jobtrackme.com with the job title in the email subject box.