

Center for Career Placement & Alumni
Graduate Placement Services (GPS)

JOB VACANCY FORM[®]

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Job Reference No.: JV689

Company Name: Dubai World Central (DWC)

Company Type: Government



DWC

DUBAI WORLD CENTRAL
دبي ورلد سنترال

Job Position/Title:	Graduate Trainee – Logistics Operations	Academic Major:	Supply Chain Management & Logistics
Salary Range:	17,000 AED	Years of Experience:	Fresh Graduate
Job Location:	Dubai	Job Type:	Full Time
Nationality:	Only UAE Nationals	Gender:	Both
Job Description:	To provide support in delivering operational solutions those are complimentary to and consistent with logistic products specification and to ensure that customers are provided with the operational solutions and in continuously enhancing the existing multi-modal operations platform. • Logistics operations: Provide support in ensuring the operational activities of the free zone area i.e. logistics district such as gates and roads management, security compliance in freight forwarding area, etc. are efficiently conducted and support the customers in facilitating the achievement of their strategic goals • Issue resolution: Support in identifying potential and actual problem areas and assist in resolving operational difficulties in serving logistics district customers and assist in risk assessment in order to ensure the provision of an effective service • Service agreement: Execute actions to ensure that service agreements related to logistics operations (e.g. with Dubai Customs, Dubai Municipality, etc.) are in place with the appropriate parties and in line with regulatory requirements and business needs • Relationship management: Keep and maintain relationships with key external stakeholders such as Dubai Police, Customs, Ministry of Foreign Affairs, Dubai Municipality, Ports, etc. on a day-to-day basis in order to ensure that these relationships serve the best interests of DWC and the logistics business unit, and to enable smooth operations within the logistics free zone areas • Customer awareness: Familiarize the customer through awareness program on established processes and procedures, rules and regulations for those customers operating within the logistics district, in coordination with internal and external resources. • Report Generation: Submit various reports on logistic operations which include the issue and risk identified, service agreement		

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	compliances with the government norms, etc. • Policies and procedures: Follow all relevant departmental policies, processes, standard operating procedures and instructions so that work is carried out in a controlled and consistent manner. • QHSSE: Ensure all relevant quality, health, safety and environmental procedures, instructions and controls are adhered to so that the safety of employees, quality of products/services and environmental compliance can be guaranteed • Ad-hoc Requests: Perform additional duties commensurate with the current role, as and when requested by the direct manager JOB CONTEXT: The job holder will provide support in managing logistics operations within the free zone areas of DWC. The jobholder works in close coordination with internal team and as well the key external parties such as Dubai Police, Customs, Ministry of Foreign Affairs, Dubai Municipality, Ports, etc. as and when required by the reporting head, to ensure smooth operations activities in the logistics district. Any issue critical or non-critical related to the customer – shipment of dangerous or non-dangerous goods the role of this position to report to Supervisor on the findings to ensure that problems are attended and solved. Understand the customer need on operational activities, and reports the same to the Supervisor to take action, such as on facilities requirement in providing services – such as cleaning, security personnel's. For guidance the position shall go to the reporting head and other government authorities. This position shall support to ensure all the set rules and regulation of Government is followed by the customer on their logistic movements and facilities are met to ensure the stay with DACC – DWC in retaining business
Minimum Qualifications:	Bachelor Degree
No. of Positions Required:	1
Job Close Date:	23/10/2014

To Apply, UAEU Graduates/Alumni should send their CVs to:

Jaber.Alteneiji@dwc.ae
&
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