



MATERIALS LOGISTICS COORDINATOR

SBM Offshore is a world leader in floating production solutions. Our main activities are the design, supply, installation, operation and the life extension of Floating Production, Storage and Offloading (FPSO) vessels. We employ over 4,800 people spread over eight locations, nine operational shore bases and the offshore fleet of vessels worldwide.

Through our local affiliate, Guyana Deep Water Operations Inc. (GDO), we are the Operator of the Liza Destiny FPSO, which will be located in the Stabroek Basin, approximately 200km northeast of Georgetown offshore Guyana.

We are looking for a **Materials Logistics Coordinator** to work in our Shorebase in Georgetown.

KEY DUTIES

The Materials Logistics Coordinator is responsible for materials movement of goods sourced locally and internationally.

- Communicate and coordinate with Procurement team to ensure proper planning and timely transport of materials;
- Liaise with freight forwarders in transportation arrangement (sea, air, truck, or courier) and customs formalities from origins to final destination;
- Request & negotiate spot quotation if not available within Purchase Agreement;
- Ensure all shipment information are accurate and update database until final delivery;
- Monitor service performance and implement establish operating procedure;
- Support team with all transportation requirements;

QUALIFICATIONS / SKILLS / EXPERIENCE

- Minimum 5 year experience in international logistics;
- Experience working with vendors and material handlers;
- Self-starter with good interpersonal skills and ability to influence and develop close working relationships;
- Ability to multitask and manage several priorities;
- Strong Excel and Word skills. Experience using an ERP would be useful;
- Must be Guyanese living in Guyana.

WORKING CONDITIONS

- Monday to Friday, 8 hours per day;

- Office located in Georgetown;
- May be required to visit vendors and suppliers in and around Georgetown;
- May be required to travel (<10%);
- Occasional travel to various locations in Guyana;
- Busy, fast-paced environment;
- May be required to work overtime on occasion.

COMPENSATION PACKAGE

- Permanent, full-time position
- Competitive salary
- Medical and Dental benefits

If you are interested in this exciting opportunity, please send your CV to:

The Director

Manpower and Recruitment

El Dorado Offshore

23 Brickdam, Stabroek

Or email CV to recruitment.gy@eldoradooffshore.com

At this time we are seeking candidates who are Guyanese.

We wish to thank all those who apply for their interest, however only those selected for an interview will be contacted. For more information on SBM, please visit www.sbmoffshore.com