

Coordinator- Fleetmed Offshore

A company specializing in the management and operation of ships

Location: Tripoli Port and Zouk Mosbeh

Working Days and Hours: Monday until Saturday, from 8:00 a.m. until 4:30 p.m.

Major: degree in Business Administration, or any related field

Experience: fresh graduates are accepted (the candidate must own a car)

Major Responsibilities:

- Monitor and manage workers on-site
- Prepare and submit daily progress reports
- Identify any mistakes/inefficiencies and take corrective action.
- Be proactive in arranging and acquiring any missing tools or equipment required
- Ensure adherence to safety protocols and industry regulations at all times.

How to Apply:

Kindly send your CV or contact the Career Services Center, E-mail: career.services@balamand.edu.lb,
Ext. 7801; 7802