



# AL FARIS

**Date: 04/11/2018**

**Position: PMV Coordinators (Periodic maintenance of vehicle)**

We are currently looking for PMV Coordinators (Periodic maintenance of vehicle), for our DIC office in Dubai. Candidates must have at least 5 years of experience in a similar role.

**No. required: 02**

**Age limit: 25**

**Job Responsibilities:**

- Creation of punch lists, inspect and report on completed maintenance tasks
- Keep accurate daily work records and reporting any issues including major repairs
- To maintain records in the system, which are necessary for repairs of equipment
- Perform other duties as directed by the workshop Manager.

**Qualification and skills:**

- Bachelor Degree
- Computer literate, knowledge of MS word, Excel and power point
- Fluent in spoken and written English

\*Those interested kindly forward CVs to [jobs@alfariusae.com](mailto:jobs@alfariusae.com)

