Ваш надежный помощник

After Hours Breakdown Coordinator - remote position, 43250 грн.

Киев, 8 апреля 2025

Компания: ET Transport (https://jobs.ua/company/id/1640109) (Все вакансии)

Рубрики: Логистика, доставка, склад, Работа за рубежом

Пожелания к сотруднику

Образование:	не имеет значения
Опыт работы:	не требуется
График работы:	полный рабочий день

Описание вакансии

JOB DESCRIPTION – Remote After Hours Breakdown Coordinator.

Duties and Responsibilities include but will not be limited to:

• Provide after-hours support for minor repairs and breakdown issues.

• Answer phone calls and emails to assist drivers in resolving breakdowns and operational issues.

• Coordinate necessary repairs or escalate issues when required.

• Maintain clear communication with the operations team to ensure timely resolution of driver concerns.

• Maintaining constant communication with drivers, vendors, and internal teams (such as Operations and Safety) to keep everyone informed about the status of repairs

• Ensure availability during after-hours from 4:00 p.m. to 12:00 a.m. Eastern Time. Friday - Tuesdays. Wednesdays and Thursdays off.

Qualifications and Requirements

• Previous experience in a logistics, or maintenance coordination role is preferred.

• Knowledge of and mastery of Outlook, Microsoft applications and basic record-keeping systems.

• Fluent in English, bilingual is an asset.

• Team player in a fast-paced environment

• Strong ability to work well under pressure, meet deadlines.

• Strong organizational skills and detail-oriented

• Ability to communicate over the phone.

• Be persuasive and energetic.

Job Types: Full-time, Permanent, Remote

Salary: 35,000 - 43,000 UAH per month

Контактная информация

Контактное лицо: DariaShinkareva