



JOB DESCRIPTION

POSITION: Fleet Manager

Reporting to the Country Manager – SI the primary purpose of the position is to manage, build and lead the Solomon Islands Fleet/Facilities team.

Duties and Responsibilities:

- Manage the Fleet/ Facilities section within the region
- Conduct Facility inspection to ensure that all facilities meet Bmobile standards
- Maintain electronic databases of registration, inspections and maintenance of fleet management
- Perform vehicle registration, insurance formalities and documentation regarding induction of new vehicles in existing fleet
- Facilitate and implement corrective actions and capacity building to manage entire fleet to achieve company objectives
- Documentation and reporting of all fuel used by vehicles in Solomon Islands;
- Procurement
- Implement, maintain and develop policies and processes to ensure fleet operates effectively and efficiently, educating staff with the company's concepts, practices and procedures.

SELECTION CRITERIA

Essential:

- Tertiary level qualifications in a related field from a reputed institute.
- Minimum 5 years of relevant experience of which at least 2 years should be in a managerial position.
- Proven track record with demonstrable skill set.
- Ability to mentor, motivate, mitigate and foster team goals
- Excellent analytical, strong communication skills, problem solving and negotiation skills
- Strong leadership talent, interpersonal and organizational skills
- Good personal presentation.
- Computer Literate.
- Having high degree of self – motivation and ambition
- Capability to grow in a competitive environments

OTHER RELEVANT CRITERIA:

- A valid driver's license.
- Currently residing in Honiara.
- Have sober habits and be punctual to work.
- Be honest at all times.

BENEFITS

Competitive remuneration in line with experience and qualifications. All applications will be treated with the strictest confidence.

Bmobile is an Equal Opportunity Employer. Please direct all applications to;
Email address: jobs@bmobile.com.sb

Or

Drop off your application at our Head Office, located Grand Plaza (Top floor
Addressed to:

Human Resources Manager
Bmobile Solomon Islands Limited
PO Box 2134
Honiara Solomon Islands

Label: Position Name

Closing date for applications will be on **18 April 2019**

Applications will be assessed as they are received. Only shortlisted applications will be contacted. Previous applicants need not reapply.