





#### Бизнес консультант **Business Issues Coordinator**

### Консалтинг, стратегическое развитие / Организационное консультирование

Предприятие: Товарищество с ограниченной ответственностью

"Феникс Интернешнл Ресорсиз Каспиан"

Оплата труда: от 400 000 тенге

Полный рабочий день, постоянная работа, нормальные условия

труда

### Информация о вакансии

Регион Атырауская область / г. Атырау

Место работы Атырау 5/2

Должностные обязанности Basic knowledge of oil, gas, Sulphur, utility production processes, facilities used, specifics of field job, basic knowledge about maintenance of facilities. This to be able to speak with relevant internal (asset managers, general managers, SMEs) and external (different SMEs) stakeholders

> U Knowing history of project. Knowing difficulties and challenges of the project. Willing/eager to work for project.

- ) Assiduity, patience for routine work. Excellent knowledge of Excel, Word, Power point. Ability to create power point slides. Disciplined and proactive organization, scheduling, correspondence and coordination skills.
- 6. COMMUNICATION Ability to formulate thought very short and attractive on three languages. Fluency in written and spoken Kazakh/Russian/English. Skills to draft formal/ bureaucratic letters to different Authorized bodies. Excellent skills in writing reports, emails, business correspondence and procedure manuals. Ability to frame an issue in the business context and state the problem statement clearly that elicits definitive actions. Ability to grasp issues quickly and translate it into an actions.
- 7. Analytical skills Strong analytical and strategic planning skills. Ability to analyze way forward using knowledge of RoK legislation, Technological process, internal and external environment. Ability to analyze and interpret various set of data related to the activities of a major Oil and Gas Company. Ability to have a helicopter view of issues but dive down to the details.
- 8. Interpersonal Skills Treats others with courtesy, sensitivity, and respect. Considers and responds appropriately to the needs and feelings of different people in different situations. Ability to coordinate the work of different people
- 9. Negotiation. Stress resistance, ability to attract tuff persons to work in collaborative mode. Ability to work in stress and rush time. Ability to being audited inspected by tuff inspectors, police officers, prosecutors.

Количество вакансий 1

# Требования к соискателю

Стаж по специальности 5 лет

Профессиональные навыки этика компании;

Уровень образования высшее

Личные качества аналитическое мышление;

находчивость;

общие технические навыки;

## Информация о предприятии

Количество работников 2600

Сведения о предприятии Найм и подбор персонала

Контактное лицо Губашев Максим

Регион предприятия Атырауская область / г. Атырау

Адрес предприятия Каныш Сэтбаев кошесі 17Б