



Job Title: Strategic Planning Specialist

Job Type: Full Time

Birmingham Glass Solutions Ltd specializes in the design and installation of a wide range of glass and window film products. We are currently seeking a Strategic Planning Specialist to join our dynamic team. This role is ideal for a detail-oriented individual with excellent communication and organizational skills.

Job Responsibilities:

1. **Client Job Planning:** Develop and implement strategic plans for client jobs, taking into account factors such as client requirements, resource availability, and project timelines. This includes scheduling tasks for technicians, coordinating with clients to align our plans with their availability, and making adjustments as needed to accommodate changes in project scope or client needs.
2. **Resource Optimization:** Ensure optimal use of resources such as manpower, transport, and fuel in the planning and execution of client jobs.
3. **Communication:** Maintain open and effective communication with clients, technicians, and other stakeholders throughout the planning and execution process. This includes updating the SALES APP with technical report status and comments for proper communication and sending regular updates to clients about the status of their jobs.
4. **After Sales Service Planning:** Plan for future aftersales service interventions, ensuring that these are scheduled and resourced effectively.
5. **Review and Adjustment:** Regularly review the progress of planned jobs and make adjustments as needed to ensure that projects are completed on time and to the client's satisfaction. This includes conducting final reviews with Production and Procurement for upcoming week planning and making any last-minute adjustments if required.

Qualifications:

- A degree in Management or any relevant field.
- Excellent organizational and planning skills.
- Strong communication skills, both written and verbal.
- Ability to work well in a team-oriented environment.
- Experience in a similar role would be a plus.

Package:

- Basic salary of Rs 30,000.
- Immediate eligibility for proportional local and sick leave.
- Accident insurance.
- Performance bonuses based on the satisfaction of Key Performance Indicators (KPIs).
- Opportunities for professional development and advancement.

Interested candidates are invited to submit their CV and cover letter to parvez@birmingham.mu

APPLICATION DEADLINE: 15 August 2023