

Administrative Assistant

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Company: Jupiter Power

Location: Manama

Category: other-general

My client has a need for an Account Executive- Operations Manufacturing. This newly created position, due to significant company growth will develop and implement programs, projects, or processes for an assigned customer account(s). Develops and sponsors tactics to achieve strategic objectives across functional groups through customer interaction. Influences strategic direction and develops tactical plans and completes complex assignments with minimal supervision or review. Provides comprehensive solutions to complex problems. End results are evaluated for achieving goals and objectives. Extensive contact with internal and external customers is required to obtain, clarify or provide facts and information.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The Account Executive is a member of the plant strategic leadership team.

Establishes and manages current customer relationships, striving to capitalize on organic revenue growth opportunities.

Demonstrates an entrepreneurial spirit and drive.

Full responsibility for a customer/site Profit & Loss (P&L) statement (generally in a single site).

Responsible for the Request for Proposal (RFP) process for assigned customer accounts. May support RFP processes for other accounts.

The Account Executive is the leader of the operations/plant team supporting the customers and is accountable for the operational and financial performance of that team.

Manages the performance, developments, and rewards for direct reports. Indirectly manages the work of the operations/plant team that produces the customer product.

Develops and creates pricing (i.e. materials and value-add).

Full responsibility for continuous improvement of customer relationship performance metrics and customer satisfaction.

Responsible for tactical execution of established contract terms.

Manages and drives the Quarterly Business Review (QBR) process with the assigned customer account.

May perform other duties and responsibilities as assigned.

JOB QUALIFICATIONS & KNOWLEDGE REQUIREMENTS

Excellent communication skills

Strong financial skill knowledge and aptitude (e.g. balance sheet and income statement)

Strong operational knowledge (e.g., manufacturing, supply chain)

My client's tools (Financial system, the quote process, etc.)

Contract knowledge fundamentals

Leadership/people-management skills

Strong customer service skills and experience

Strong knowledge of global and regional logistics operations and industry.

Strong proficiency in determining logistics requirements to enable the company's business goals and objectives with the ability to devise and implement a strategy

to achieve targets.

Strong financial and analytical ability. Proficiency in managing business analytics to determine optimum company footprint.

Proven track record of successful change management accomplishments, implementing and managing continuous productivity and cost reduction programs.

Strong and convincing communication skills.

Proficiency in the use of personal computers, Microsoft Office products (Excel, Word, and PowerPoint), and e-mail skills required.

EDUCATION & EXPERIENCE REQUIREMENTS

Bachelor's Degree required. Master's Degree preferred.

Degree in Engineering, Finance/Accounting, or Business Management preferred.

Three (3) to five (5) years of work-related experience is required, preferably in Financial or Manufacturing Operations fields.

Or a combination of education, experience, and/or training.

Employees may also be required to travel (< 40%) to support customer(s) in regions outside the California bay area.

Remote Work :

No

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