

AMERICAN UNIVERSITY OF BEIRUT
Career and Placement Services
Student Affairs

<http://staff.aub.edu.lb/~websao/cps/index.html>

JOB VACANCY FORM

Full-time Part-time Summer-Job Internship

Job Title: Logistic Coordinator

Application Deadline: (Mandatory, valid for one month and extendable upon your request)

Reference Number: OSED-28

Company Description

NAME OF FIRM/INSTITUTION: SMC Interiors

TYPE: Local Regional Multinational

INDUSTRIAL SECTOR: Manufacturing & Interior Finishing

FIRM WEBSITE: www.smcinteriors.com

Job Description

JOB LOCATION(S):

City: Jeddah

Country: Kingdom of Saudi Arabia

DEGREE:

Bachelor

Master

Doctoral Degree

Undergraduate Student/ Degree not Necessary

Teaching Diploma

MAJOR/ EMPHASIS: Business / Other Business Related

WORK EXPERIENCE: 5 years & above

SKILLS:

Languages Skills: English Arabic French **Other:**

Computer Skills: Microsoft Office (Word, Excel & PowerPoint)

Other Skills:

SALARY

Basic Salary Range: US\$2,000.00 – US\$3,000.00

Other benefits include:

<input checked="" type="checkbox"/> Accommodation	<input checked="" type="checkbox"/> Health Insurance	<input checked="" type="checkbox"/> Return Ticket	<input checked="" type="checkbox"/> Bonus
<input type="checkbox"/> Laptop	<input type="checkbox"/> Mobile Phone	<input type="checkbox"/> Children's Education	<input checked="" type="checkbox"/> Transportation
<input type="checkbox"/> Lebanese NSSF	<input type="checkbox"/> None		

WORKING DAYS: SATURDAY – WEDNESDAY (THU & FRI. OFF)

WORKING HOURS: 8:30 – 6:30 (WITH 1 HR. BREAK)

How to Apply

Interested candidates may send their resume by email to: Dr. Maryam Ghandour (mg03@aub.edu.lb) specifying the job vacancy reference number: OSED-28

ALL STUDENTS AND AUB GRADUATES SHOULD ATTACH THEIR UPDATED RESUME WITH EVERY JOB APPLICATION; OTHERWISE, YOUR EMAIL WILL BE DISREGARDED.

For further information, please do not hesitate to contact:

Dr. Maryam Ghandour

American University of Beirut

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The job vacancies are for AUB students and alumni ONLY.