

## **Job Title: Manager Operations – Infrastructure Management**

### **Key Job Responsibilities**

- Setting up of HUBs & Charging Stations.
- Finalizing Vendor (Infra) Contracts
- Managing HUBs for better operational efficiency.
- Managing Govt. and other Compliance & Regulatory obligations
- Maintaining detailed records of vehicle servicing and maintenance
- Scheduling regular vehicle inspection & maintenance to ensure operational efficiency
- Ensuring strict servicing and maintenance times to minimize downtime and maintain schedules
- Analysing data to increase business operational efficiency

### **Skills Required**

- Good organizational skills.
- Analytical Mindset and Strong Problem-Solving Skills
- High MIS Handling Ability and Proficiency in Excel & PowerPoint
- High Negotiation Skills
- Quantitative ability.
- Attention to detail.
- Exceptional interpersonal skills.
- Excellent written and verbal communication.

If you possess these skills and are passionate about delivering excellent customer service, we invite you to apply and become a valuable member of our airport customer service team.

- **Graduate in any field.**
- **Preferable Age: 28 to 35 Years.**
- **Open to working in Shifts including Night.**
- **5+ years of experience in the Transportation / Automobile industry**
- **Experience in Setting up Infrastructures**

Join us in shaping the future of our dynamic and growing organization