

JD : Site supervisor : Salary (25 to 35MVND/Month)

Available Immediately (2 week maximum)

1 Year contract to start

(English is a must but not mandatory)

Job Description:

- Responsible for all safety aspects at the site, including safety walks in the field.
- Determine daily schedules and assignments for work activities, including execution;
- Manage on site technicians, including contractors;
- Determine and manage maintenance schedules
- Communicate daily activities to the customer thoroughly daily, weekly, monthly reports
- Create and complete services orders and purchase requisitions
- Exchange with the technical team the evolution of each projects and share difficulties,

problems met with companies, site or any other aspects of project

- Accomplishes work requirements by assigning, scheduling, and coaching different companies

on different sites

- Coordination of work in accordance with Green Yellow specification and expectation
- resolving operational problems
- Create the link between Green Yellow 's study and work implementation on site
- Orienting, monitoring, coaching and training companies in order to achieve quality and
- functionality expect by Green Yellow

Qualification:

Education:

- University degree in Electrical Engineering or related fields
- Ability to use the software program MS Project 2016 for planning and tracking the progress

Skills and Knowledge:

- Good command of English
- Ability to travel as assigned
- Vietnamese nationality only
- Language: Vietnamese – Mother tongue / English – Fluent