



Operation Manager

- **Vacancy for:** 1
- **Posted on:** May 17, 2018
- **Deadline:** May 25, 2018, 11:55 p.m.

Basic Job Information

Job Category : General Mgmt. / Administration / Operations
Job Level : Mid Level
Employment Type : Full Time
Job Location : Kathmandu
Offered Salary : NRs. 50,000.00 Monthly

Job Specification

Education Level : Under Graduate (Bachelor)
Experience Required : More than or equal to 2 years

Other Specification

- A positive thinker, a change agent, and strategist
 - Strong verbal and written communication skills in both English and Nepali languages
 - Independent while working with a high team spirit
 - Efficient and excellent time management skills
 - Strong headed, tactfulness and excellent situation handling abilities
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Job Description

- To plan, direct, oversee and coordinate overall operations of the company
 - Assist Top Management for formulating strategic plans of operation activity
 - Implement and manage operational plans
 - Maintain relationship with vendors / suppliers locally and internationally
 - Negotiate with vendors for purchase of goods on reasonable and competitive price
 - Prepare proposals and recommendations for purchase approval
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Applying Procedure

Apply Link : <https://merojob.com/operation-manager-58/>

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