

General Manager

COMPANY PROFILE

MERMAID MARITIME (VIETNAM) LTD:

- Associated with **MERMAID SAFETY SERVICES LTD** (Thailand)
- Established 2004 and commenced operation in 2005
- Located at Vung Tau
- Is managed by Mr. Jorgen Lundbaek (Managing Director)
- Has a staff of 20 including one expatriate Operation Manager
- Gives employees the possibility of having an impact on the development and their area of responsibilities

Our key business areas are:

- Servicing and sales of safety equipment for the marine and offshore industries such as:
 - marine inflatable liferafts
 - portable and fixed fire fighting equipment
 - breathing apparatuses
 - hydrostatic testing of cylinders
 - lifeboats and davits
 - lifejackets
 - other safety equipments

JOB PROFILE

General Manager:

- Refers to the Managing Director, Mr. Jorgen Lundbaek
- All over responsible for the daily operation
- Leading a team of 20 staffs
- Ensure that operational and financial targets are met
- Manage and develop the organization to meet “tomorrow’s challenges”

ASSIGNMENTS

- Manage the daily operation of the company
- Develop business plans for approval by Managing Director and execute these accordingly
- Ensure that accounting system is maintained and in compliance with international and local regulations
- Manage and control company expenditures within agreed budgets competence
- Ensure that all governmental and commercial licenses are maintained at a all times
- Make certain that all employees are trained and certified to the extend it is required for the individual employee to be able to carry out his/her designated job
- Control that inventory level is maintained at an acceptable level
- Establish routines for effective handling of all areas of responsibilities
- Develop the businesses and identify new business opportunities in line with the company’s objectives

General Manager, Mermaid Vietnam

REQUIREMENTS

PERSONAL

Nationality	: Any
Age	: 30-45 years
Economic situation	: Well founded
Personal situation	: Well established

QUALIFICATIONS & COMPETENCIES

Practical Background:	Comes from a service SME establishment and have a least 3-5 years experience from similar position
Theoretical Background:	You properly hold a MBA
Language:	You speak and write English (negotiation level) and perhaps some Vietnamese

EXPERIENCE

You are/have/can document:

- Worked in an international company preferable in Vietnam
- General managerial experiences from previous employments
- Managed people with success
- Understand working with cultural diversified personnel
- Worked in teams

PERSONAL QUALITIES

- You are a team player
- You enjoy working with people and are service minded. You can be nice and you can be tough when needed
- Easily communicating with people
- You can manage many things at the same time without losing track
- You are well organized and like to lead a team of people and can both motivate and coach
- You have no problem telling others what is expected of them
- You are highly capable of using most common computer software such as MS and using it for your presentations
- You have a high level of integrity and a strong personality
- You solve problems systematically and analytically
- You are open-minded for new ideas
- You are highly quality minded