

**Permanent Position available**  
**Job ID Number: GM-KB-2022**

**Job Title:** General and Operations Manager

**Job Duties:** Must have Business development and experience with major oil companies in Nigeria, Saudi Arabia, Oman and Libya. Technical knowledge of Industrial Valves (of all kinds), Line Pipe, E&I, Mechanical and Rotation products required as used by oil companies. Supply chain and logistics experience in EU, UK, Middle East & Far East. Oversee Operations starting from Lead generation to Order execution. Quality Management System and Safety and governing processes in support of organizational goals. Workload of various departments. Equipment maintenance of equipment. Handling of customer complaints and customer satisfaction. Recruitment / placement / termination of personnel with HR department. Prepare Financial statements including P&L, Balance sheet, Cash Flow with CFO and external auditors. Experience required in SAP & Qsys software systems.

**Requirements:** High School diploma and 2 years' experience in the job offered.


**Hours:** 40 hrs./wk., 9:00AM to 6:00PM, Monday through Friday

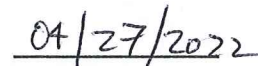
**Salary:** \$52,978.00/per year

**Contact:** President,  
GUPTA MANAGEMENT, LLC  
1535 Industrial Drive  
Missouri City, TX 77489

**Date Posted:** 4/27/2022

**Date To be Removed:** 5/30/2022

  
Employer's Signature

  
Date