



## Project Coordinator in customized projects and migration Singapore

### About Marlink

Marlink is a trusted partner in fully managed smart network solutions, based on an intelligent hybrid network and unrivalled digital solutions.

A true partner, who goes Above and Beyond to help you run your remote operations in ever smarter, more profitable, and sustainable ways to give you the competitive edge. In today's world, the power to connect your business operations and assets, even in the most remote and challenging places, has never mattered more.

At Marlink, we design, build and manage smart network solutions around your individual needs. We provide trusted global coverage, through our intelligent hybrid network combining satcoms, terrestrial technologies and digital.

### Your Mission

Main task will be to plan and follow Preventive Maintenance projects in Change & Maintenance team.

### Main Tasks

- Coordination with the customer for all defined work.
- Coordination with internal departments for all defined work.
- Execute assigned tickets in the ticket system.
- Execute assigned e-mails in the Change & Maintenance mailbox.
- Participate in internal project meetings.

- Participate in meetings with our customer if needed.
- Carry out and coordinate operation generated projects if needed.
- Create orders
- Assist with other cases within the C&M department if needed.
- Project Reporting

### Qualifications & Professional skills

- Knowledge of VSAT / Satellite Communication systems
- Preferable with experience from the maritime industry
- Knowledge of Microsoft Dynamics AX
- Knowledge of Ticketing system
- Driver's license

## **Attitude & Interpersonal skills**

- Able to work well under high pressure, working on many tasks at the same time to meet deadlines.
- Dedicated and positive
- Team member
- Detail oriented
- Reliable
- Independent and flexible.
- Customer oriented.
- Responsive.

### **Interested?**

Please send your motivation letter & CV to Harish Jain ([harish.jain@marlink.com](mailto:harish.jain@marlink.com))