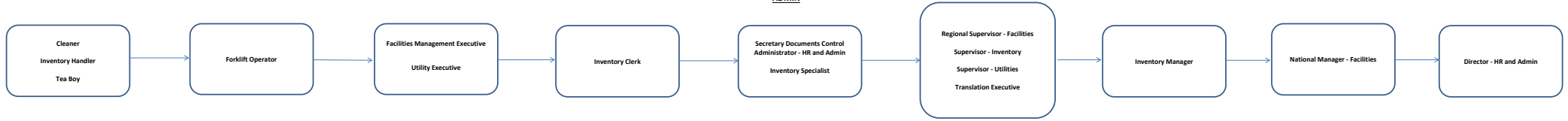


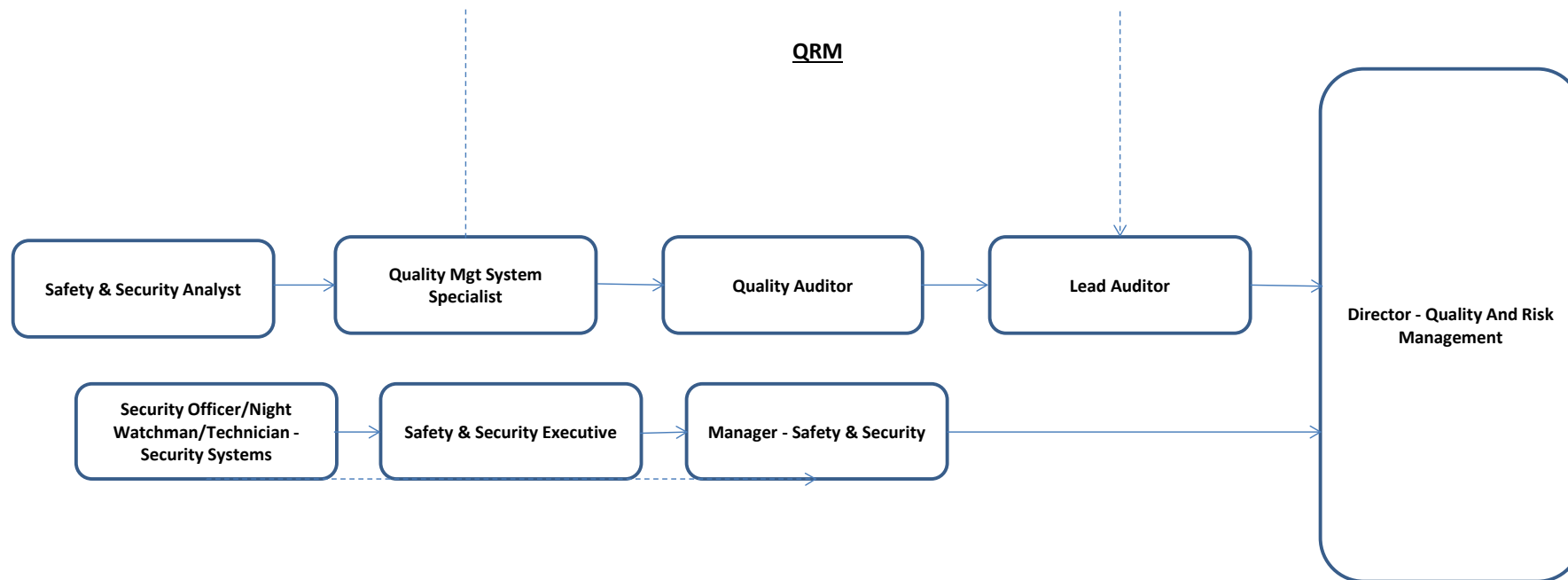
ADMIN



Qualification: Competency

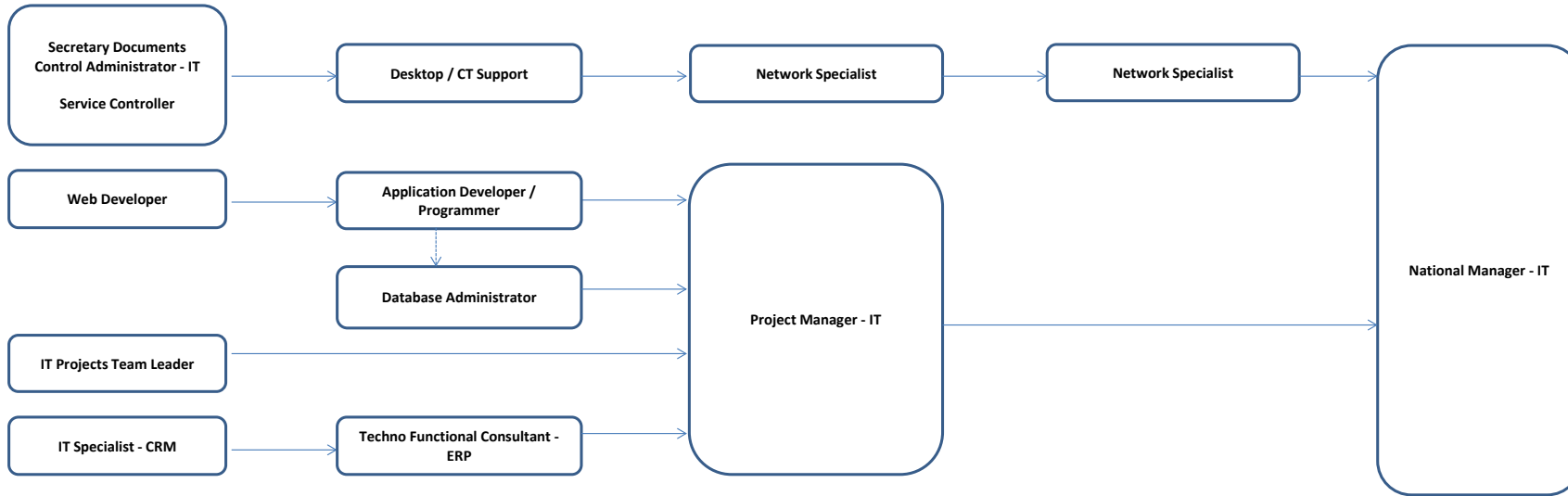
Forklift Operator	Facilities Management Executive	Utility Executive	Inventory Clerk	Secretary Documents Control Administrator - HR and Admin	Inventory Specialist	Regional Supervisor - Facilities	Supervisor - Inventory	Supervisor - Utilities	Translation Executive	Inventory Manager	National Manager - Facilities	Director - HR and Admin
Qualification: Secondary (Minimum) Competency: Stress management (Level 2) Initiative (Level 3) Arabic – (Intermediate) English – (Intermediate) MS Word, Excel, Email / Internet Search, etc. (Intermediate)	Qualification: • Minimum: High School Diploma • Preferred: Associates Degree or Higher Competency: • MS Office (Advanced) • Communications Skills (Level 2) • Networking and relationship building (Level 2)	Qualification: • Minimum: High School Diploma • Preferred: Associates Degree or Higher Competency: • MS Office (Advanced) • Communications Skills (Level 2) • Networking and relationship building (Level 2)	Qualification: • Minimum: High School Diploma based on experience. • Preferred: Bachelor Degree in either Business Management or equivalent. • Preferred: College level Competency: • Arabic (Intermediate) • English (Advanced) • Teamwork (Level 3) • Preparation of correspondence and reports (Advanced) • English – (Intermediate) • Typing Skills (Advanced) • Computer (Advanced)	Qualification: • Minimum: High School Diploma based on experience. • Preferred: Bachelor Degree in either Business Management or equivalent. • Preferred: College level Competency: • Arabic (Intermediate) • English (Advanced) • Teamwork (Level 3) • Preparation of correspondence and reports (Advanced) • English – (Intermediate) • Typing Skills (Advanced) • Computer (Advanced)	Qualification: • Bachelor Degree in either Business Management or equivalent. Competency: • Communication Skills (Level 3) • Risk management (Level 2) • Strong negotiation skills (Advanced) • English (Intermediate) • Arabic (Advanced) • Knowledge of local labor law (Advanced) • Computer literate (Intermediate)	Qualification: • Bachelor Degree in either Business Management. Competency: • Analytical skills (Advanced) • Planning & Organizing Skills (Level 2) • Communication Skills (Level 2) • Knowledge of local labor law (Advanced) • Computer literate (Intermediate)	Qualification: • Bachelor Degree in either Business Management. Competency: • Analytical skills (Advanced) • Planning & Organizing Skills (Level 2) • Communication Skills (Level 2) • Knowledge of local labor law (Advanced) • Computer literate (Intermediate)	Qualification: • Bachelor Degree in either Business Management. Competency: • Analytical skills (Advanced) • Planning & Organizing Skills (Level 2) • Communication Skills (Level 2) • Knowledge of local labor law (Advanced) • Computer literate (Intermediate)	Qualification: • Bachelor Degree in translation studies Competency: • English (Advanced) • Arabic (Advanced) • Communication Skills (Level 3) • MS Office (Advanced) II	Qualification: • Bachelor Degree in either Business Management. Competency: • Stress management (Level 2) • Initiative (Level 3) • Arabic – (Intermediate) • MS Word, Excel, Email / Internet Search, etc. (Intermediate)	Qualification: • Bachelor Degree in Architect Engineering (Preferable) Competency: • MS Office - (Advanced) • Team Leadership (Level 3) • Planning & Organizing (Level 3) • Networking / Relationship building (Level 3) • Creative Thinking (Level 2)	Qualification: • Bachelor Degree in either Business Management. Bachelor Degree (Minimum) Masters in Business Administration in HR or CPD, SPHR, GPHR or related certifications (Preferable) Competency: • Adaptability (Level 3) • Communication (Level 3) • Organizational & Environmental Awareness (Level 3) • Creative Thinking (Level 3) • Conflict Management (Level 3) • Resource Management (Level 3) • Risk Management (Level 2) • Team Leadership (Level 4) • Change Leadership (Level 3) • Vision & Strategic Direction (Level 2) • Knowledge of local labor laws and other relevant rules and regulations (Advanced) • Arabic (Advanced) • English (Intermediate) • Strong negotiation skills (Advanced)

QRM



Quality Auditor	Safety & Security Executive	Lead Auditor	Safety & Security Analyst	Manager - Safety & Security	Director - Quality And Risk Management
Qualification: Bachelor Degree Must be a certificate internal auditor Competency: <ul style="list-style-type: none"> • Communication (Level 3) • Planning and Organization (Level 2) • Analytical thinking (Level 2) • Creative thinking (Level 2) • Teamwork (Level 2) • Knowledge MS Office (Intermediate) • Database Management (Advanced) • ISO standards (Intermediate) 	Qualification: High School Competency: <ul style="list-style-type: none"> • Adaptability (Level 2) • Communication (Level 2) • Initiative (Level 2) • Planning & Organizing (Level 2) • Teamwork (Level 2) • CCTV (Intermediate) • Health & Safety (Intermediate) • X-Ray (Intermediate) • Auditing (Intermediate) • GACA requirements (Intermediate) • Civil Defense (Intermediate) 	Qualification: A bachelor's degree is required. Must be a certified lead auditor in good standing Competency: <ul style="list-style-type: none"> • Communication (Level 4) • Planning & organization (Level 3) • Analytical Thinking (Level 3) • Creative Thinking (Level 3) • Teamwork (Level 3) • Knowledge MS Word (Advanced Level) • Database Management Skills (Advanced Level) • Knowledge in ISO 9001, ISO 14001, OHSAS 18001, ISO 10002, ISO 10015, TAPA, TISSE & WHO-GDP standards (Intermediate Level) 	Qualification: Bachelor Degree in Business Administration Competency: <ul style="list-style-type: none"> • Analytical thinking (Level 3) • Adaptability (Level 3) • Communication (Level 3) • Skills in Microsoft office (Intermediate) 	Qualification: Graduation Competency: <ul style="list-style-type: none"> • Adaptability (Level 3) • Communication (Level 3) • Conflict Management (Level 3) • Analytical Thinking (Level 3) • Resource Management (Level 3) • Investigation (Advanced) • Auditing (Intermediate) • X Ray Training (Intermediate) • Training Delivery (Intermediate) • Security equipment, CCTV (Intermediate) • Health & Safety (Intermediate) 	Qualification: Bachelor Degree in either Business Management with relevant professional qualification as a lead auditor Competency: <ul style="list-style-type: none"> • Communication (Level 4) • Adaptability (Level 3) • Organization & Environmental Awareness (3) • Creative Thinking (Level 3) • Networking Relationship (Level 3) • Conflict Management (Level 3) • Resource Management (Level 3) • Risk Management (5) • Initiative (Level 3) • Team Leadership (Level 4) • Change Leadership (Level 4) • Vision & Strategic Direction (Level 3)

IT



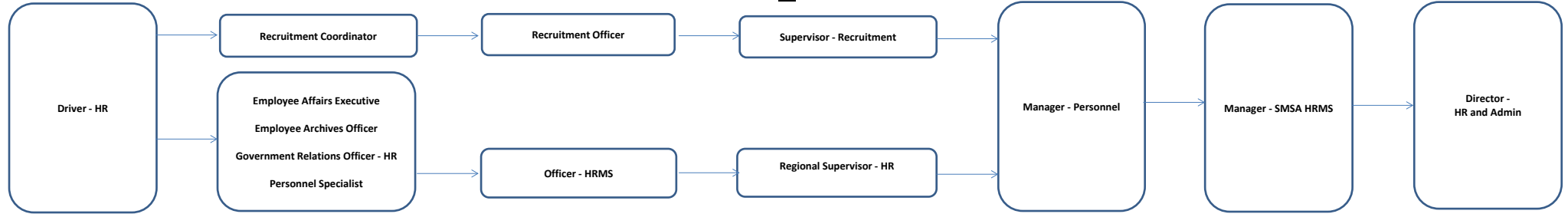
Desktop / CT Support	Application Developer / Programmer	Techno Functional Consultant - ERP	Network Specialist	Database Administrator	Infrastructure Supervisor	Project Manager - IT	National Manager - Information Technology
Qualification: Diploma in Computer Science (BS) from recognized institute (Minimum) Bachelor Degree in Computer Science (BS) from recognized university (Preferred) Competency: Adaptability (Level 2) Continuous Learning (Level 2) Risk Management (Level 2) Stress Management (Level 3) Planning & Organizing (Level 2) Networks (LAN & WAN): Knowledge and ability to implement the methods, practices and policies to maintain LAN and WAN Network (Level 3) Infrastructure / Server Management: Knowledge and ability to support the enterprise computing infrastructure (Enterprise server, storage devices and system management) (Level 2) SMSA Applications Knowledge: Ability to install, trouble shoot & integrate the Applications to external system (Level 3) Service Management & Desktop Support: Ability to provide Windows / Desktop Support and Troubleshooting (Level 4)	Qualification: Bachelor Degree in either Computer Science or Engineering Competency: Adaptability (Level 2) Continuous Learning (Level 2) Organizational & Environmental Awareness (Level 2) Creative Thinking (Level 4) Stress Management (Level 3) Planning & Organizing (Level 3) Analytical Thinking (Level 3) Understanding of Network (LAN, WAN etc.) (Intermediate) Knowledge of SAN storage and Blade server management (Intermediate) Programming & Application Development Knowledge (Advanced) Finance & HRMS Business Processes of Oracle EBS XML Report and Workflow, Fast Formula and custom module development (Advanced) Object oriented programming / modular programming is essential (Advanced) Database Management Knowledge (Intermediate)	Qualification: Bachelor Degree in Computer Science (BS) from recognized university Competency: Adaptability (Level 2) Continuous Learning (Level 2) Creative Thinking (Level 4) Planning & Organizing (Level 3) Analytical Thinking (Level 3) Understanding of Network (LAN, WAN etc.) (Intermediate) Knowledge of SAN storage and Blade server management (Intermediate) Programming & Application Development Knowledge (Advanced) Finance & HRMS Business Processes of Oracle EBS XML Report and Workflow, Fast Formula and custom module development (Advanced) Object oriented programming / modular programming is essential (Advanced) Database Management Knowledge (Intermediate)	Qualification: Diploma in Computer Science (BS) from recognized institute in Network Administration and Security (Minimum) Bachelor Degree in Computer Science (BS) from recognized university (Preferred) Competency: Adaptability (Level 2) Continuous Learning (Level 2) Risk Management (Level 2) Stress Management (Level 3) Planning & Organizing (Level 3) Analytical Thinking (Level 4) Understanding of Network (LAN, WAN etc.) (Intermediate) Knowledge and ability to implement the methods, practices and policies to maintain LAN and WAN Network (Level 4) Infrastructure / Server Management: Knowledge and ability to support the enterprise computing infrastructure (Enterprise server, storage devices and system management) (Advanced) SMSA Applications Knowledge: Ability to install, trouble and integrate SMSA Applications to external systems (Advanced) Service Management & Desktop	Qualification: Bachelor Degree in Computer Science (BS) from recognized university (Preferred) Competency: Adaptability (Level 2) Continuous Learning (Level 2) Organizational & Environmental Awareness (Level 2) Creative Thinking (Level 4) Stress Management (Level 3) Planning & Organizing (Level 3) Analytical Thinking (Level 4) Understanding of Network (LAN, WAN etc.) (Intermediate) Knowledge of SAN storage and Blade server management (Intermediate) Programming & Application Development Knowledge (Intermediate) Database Management Knowledge (Advanced)	Qualification: Bachelor Degree in Computer Science (BS) from recognized university (Preferred) Competency: Adaptability (Level 3) Continuous Learning (Level 4) Organizational Environmental Awareness (Level 2) Risk Management (Level 4) Stress Management (Level 3) Initiative (Level 3) Team Leadership (Level 4) Planning & Organizing (Level 2) Networks (LAN & WAN): Knowledge and ability to implement the methods, practices and policies to maintain LAN and WAN Network (Advanced) Infrastructure / Server Management: Knowledge and ability to support the enterprise computing infrastructure (Enterprise server, storage devices and system management) (Advanced) IT Project Management : Knowledge and ability to apply formal project management principles and practices during the	Qualification: Bachelor's Degree or higher in Engineering, Technology or related field. Competency: Communication Skills (Level 3) Risk management (Level 2) Strong negotiation skills (Advanced) English (Intermediate) Arabic (Advanced) Knowledge of local labor law (Advanced) Computer literate (Intermediate)	Qualification: Bachelor Degree in either Computer Science or MIS Competency: Adaptability (Level 3) Communication (Level 3) Organizational & Environmental Awareness (Level 3) Creative Thinking (Level 3) Resource Management (Level 3) Risk Management (Level 2) Team Leadership (Level 4) Change Leadership (Level 3) Vision & Strategic Direction (Level 2)

Training



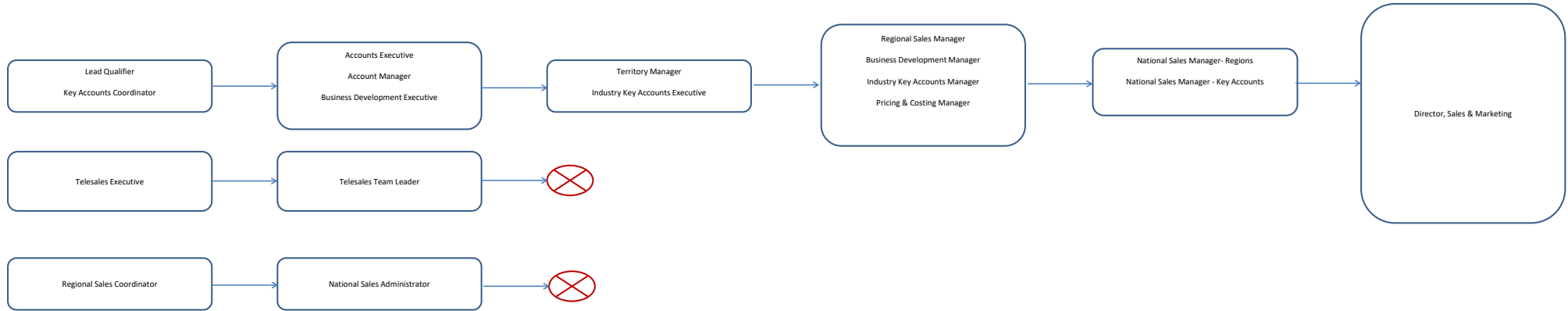
Asst. Training Specialist	Performance Management Specialist	Training Specialist	Manager - Training & Development	Director - HR and Admin
Qualification: • Bachelor Degree Essential Competency: • Adaptability (Level 2) • Communication (Level 3) • Organizational and Environmental Awareness (Level 3) • Creative Thinking (Level 3) • Networking / Relationship Building (Level 4) • Resource Management (Level 2) • Risk Management (Level 2) • Influence (Level 3) • Initiative (Level 3) • Planning & Organizing (Level 3) • Analytical Thinking (Level 3) • Teamwork (Level 3) • Presentation Skills (Advanced) • MS Office (Intermediate)	Qualification: • Bachelor Degree Essential Competency: • Stress management- (Level 3) • Adaptability- (Level 3) • Continuous Learning- (Level 3) • Communication - (Level 3) • Teamwork - (Level 3) • Planning & Organizing- (Level 3) • Influence- (Level 3) • Presentation Skills- (Advanced) • MS Office- (Advanced)	Qualification: • Bachelor degree in Human Resources Management or Business Administration or any related discipline. Competency: • Adaptability (Level 3) • Communication (Level 3) • Organizational and Environmental Awareness (Level 3) • Creative Thinking (Level 3) • Networking / Relationship Building (Level 5) • Resource Management (Level 2) • Risk Management (Level 3) • Influence (Level 4) • Initiative (Level 3) • Planning & Organizing (Level 3) • Analytical Thinking (Level 3) • Teamwork (Level 4) • Presentation Skills (Advanced) • Computer Knowledge (Intermediate) • Industry Knowledge (Intermediate) • Job Aid development skills (Advanced)	Qualification: • Bachelors (Minimum) • Masters (Preferable) Competency: • Adaptability (Level 4) • Organizational and Environmental Awareness (Level 4) • Creative Thinking (Level 4) • Networking / Relationship Building (Level 5) • Conflict Management (Level 5) • Resource Management (Level 4) • Risk Management (Level 4) • Stress Management (Level 4) • Influence (Level 4) • Initiative (Level 4) • Team Leadership (Level 4) • Planning & Organizing (Level 4) • Decision Making (Level 4) • Analytical Thinking (Level 4) • Teamwork (Level 4) • Communication (Level 4) • Presentation Skills (Advanced) • Computer Knowledge (Intermediate) • Industry Knowledge (Advanced)	Qualification: • Bachelor Degree in either Business Management. • Bachelor Degree (Minimum) • Masters in Business Administration in HR or CIPD, SPHR, GPHR or related certifications (Preferable) Competency: • Adaptability (Level 3) • Communication (Level 3) • Organizational & Environmental Awareness (Level 3) • Creative Thinking (Level 3) • Conflict Management (Level 3) • Resource Management (Level 3) • Risk Management (Level 2) • Team Leadership (Level 4) • Change Leadership (Level 3) • Vision & Strategic Direction (Level 2) • Knowledge of local labor laws and other relevant rules and regulations (Advanced) • Arabic (Advanced) • English (Intermediate) • Strong negotiation skills (Advanced)

HR



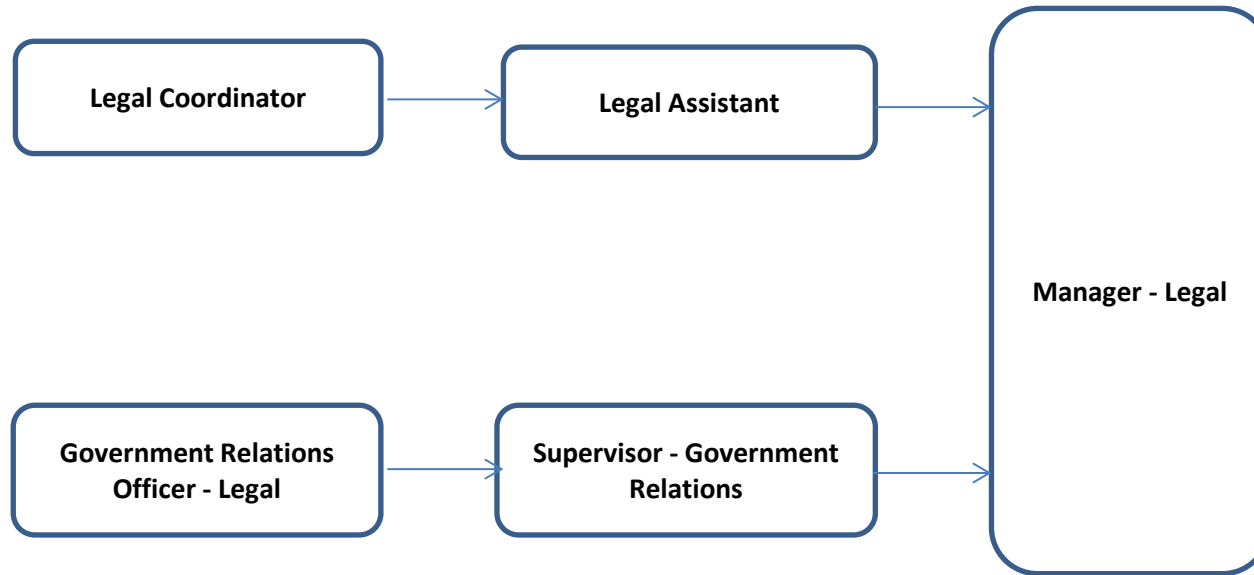
Recruitment Coordinator	Employee Affairs Executive	Employee Archives Officer	Government Relations Officer - HR	Personnel Specialist	Recruitment Officer	Officer - HRMS	Supervisor - Recruitment	Regional Supervisor - HR	Supervisor - HRMS	Manager - Personnel	Manager - SMSA HRMS	Director - HR and Admin
Qualification: • Bachelor Degree in either Business Management or equivalent.	Qualification: • Bachelor Degree in either Business Management or equivalent.	Qualification: • Secondary School Certificate as a minimum.	Qualification: • Minimum high school diploma or equivalent.	Qualification: • Bachelor degree in Human Resources Management or Business Administration or any related discipline.	Qualification: • Bachelor degree in Human Resources Management or Business Administration or any related discipline.	Qualification: • Bachelor Degree in either Business Management or equivalent.	Qualification: • Bachelor degree in Human Resources Management or Business Administration or any related discipline.	Qualification: • Bachelor degree in Human Resources Management or Business Administration or any related discipline.	Qualification: • Bachelor degree in Human Resources Management or Business Administration or any related discipline.	Qualification: • Bachelor degree in Human Resources Management or Business Administration or any related discipline.	Qualification: • Bachelor Degree in either Business Management. • Bachelor Degree (Minimum) Masters in Business Administration in HR or CIPD, SPHR, GPHR or related certifications (Preferable)	Qualification: • Bachelor Degree in either Business Management. • Bachelor Degree (Minimum) Masters in Business Administration in HR or CIPD, SPHR, GPHR or related certifications (Preferable)
Competency: Adaptability (Level 3) Creative Thinking (Level 2) Networking / Relationship Building (Level 2) Resource Management (Level 2) Initiative (Level 3) Planning & Organizing (Level 2) Decision Making (Level 2) Computer Knowledge (Advanced) Managing Skills (Advanced)	Competency: Adaptability (Level 3) Creative Thinking (Level 2) Networking / Relationship Building (Level 2) Resource Management (Level 2) Initiative (Level 3) Planning & Organizing (Level 2) Decision Making (Level 2) Computer Knowledge (Advanced) Managing Skills (Advanced)	Competency: Adaptability (Level 1) Creative Thinking (Level 2) Networking / Relationship Building (Level 1) Initiative (Level 2) Team Leadership (Level 1) Teamwork (Level 2) Computer Skills (Intermediate) Job Knowledge (Intermediate)	Competency: Communication skills (Level 3) English (Intermediate) Knowledge of local labor law (Advanced) MS Office (Advanced)	Competency: Adaptability (Level 2) Creative Thinking (Level 2) Networking / Relationship Building (Level 2) Analytical Thinking (Level 3) Initiative (Level 3) Planning & Organizing (Level 2) Decision Making (Level 2) Teamwork (Level 4) Stress Management (Level 2) Computer Knowledge (Advanced) Managing Skills (Advanced)	Competency: Adaptability (Level 4) Communication (Level 5) Organizational and Environmental Awareness (Level 4) Creative Thinking (Level 5) Networking / Relationship Building (Level 3) Resource Management (Level 4) Risk Management (Level 3) Initiative (Level 4) Planning & Organizing (Level 5) Decision Making (Level 3) Analytical Thinking (Level 3) Teamwork (Level 4) Presentation Skills (Advanced) Computer Knowledge (Intermediate) Industry Knowledge (Intermediate)	Competency: Adaptability (Level 3) Creative Thinking (Level 2) Networking / Relationship Building (Level 2) Resource Management (Level 4) Initiative (Level 3) Planning & Organizing (Level 2) Decision Making (Level 2) Computer Knowledge (Advanced) Managing Skills (Advanced)	Competency: Adaptability (Level 4) Communication (Level 5) Organizational and Environmental Awareness (Level 4) Creative Thinking (Level 5) Networking / Relationship Building (Level 3) Resource Management (Level 4) Risk Management (Level 3) Initiative (Level 4) Planning & Organizing (Level 5) Decision Making (Level 3) Analytical Thinking (Level 3) Teamwork (Level 4) Presentation Skills (Advanced) Computer Knowledge (Intermediate) Industry Knowledge (Intermediate)	Competency: Adaptability (Level 4) Communication (Level 5) Organizational and Environmental Awareness (Level 4) Creative Thinking (Level 5) Networking / Relationship Building (Level 3) Resource Management (Level 4) Risk Management (Level 3) Initiative (Level 4) Planning & Organizing (Level 5) Decision Making (Level 3) Analytical Thinking (Level 3) Teamwork (Level 4) Presentation Skills (Advanced) Computer Knowledge (Intermediate) Industry Knowledge (Intermediate)	Competency: Adaptability (Level 4) Creative Thinking (Level 4) Networking / Relationship Building (Level 5) Conflict Management (Level 4) Risk Management (Level 4) Initiative (Level 5) Team Leadership (Level 4) Planning & Organizing (Level 4) Decision Making (Level 4) Job Knowledge (Advanced) Managing Skills (Advanced)	Competency: Adaptability (Level 3) Communication (Level 3) Organizational & Environmental Awareness (Level 3) Creative Thinking (Level 3) Conflict Management (Level 3) Resource Management (Level 3) Risk Management (Level 2) Team Leadership (Level 4) Change Leadership (Level 3) Vision & Strategic Direction (Level 2) Knowledge of local labor laws and other relevant rules and regulations (Advanced) Arabic (Advanced) English (Intermediate) Strong negotiation skills	Competency: Adaptability (Level 3) Communication (Level 3) Organizational & Environmental Awareness (Level 3) Creative Thinking (Level 3) Conflict Management (Level 3) Resource Management (Level 3) Risk Management (Level 2) Team Leadership (Level 4) Change Leadership (Level 3) Vision & Strategic Direction (Level 2) Knowledge of local labor laws and other relevant rules and regulations (Advanced) Arabic (Advanced) English (Intermediate) Strong negotiation skills	

SALES



Accounts Executive	Account Manager	Business Development Executive	Telesales Team Leader	National Sales Administrator	Territory Manager	Industry Key Accounts Executive	Regional Sales Manager	Business Development Manager	Industry Key Accounts Manager	Pricing & Costing Manager	National Sales Manager- Regions	National Sales Manager- Key Accounts	Director, Sales & Marketing
Qualification: Bachelor Degree Must be a certificate internal auditor	Qualification: High School Competency: <ul style="list-style-type: none">• Adaptability (Level 2)• Communication (Level 2)• Initiative (Level 2) Competency: <ul style="list-style-type: none">• Communication (Level 3)• Planning & Organizing (Level 2)• Analytical Thinking (Level 2)• Teamwork (Level 2)• Creative thinking (Level 2)• Teamwork (Level 2)• Knowledge MS Office (Intermediate)• Database Management (Advanced)• ISO standards (Intermediate)	Qualification: A bachelor's degree is required. Must be a certified lead auditor in good standing Competency: <ul style="list-style-type: none">• Communication (Level 4)• Planning & organization (Level 3)• Analytical Thinking (Level 3)• Creative Thinking (Level 3)• Teamwork (Level 3)• Knowledge MS Word (Advanced Level)• Database Management Skills (Advanced Level)• Knowledge in ISO 9001, ISO 14001, OHASAS 18001, ISO 10002, ISO 10015, TAPA, TISSE & WHO- GDP standards (Intermediate Level)	Qualification: Bachelor Degree in Business Administration Competency: <ul style="list-style-type: none">• Analytical thinking (Level 3)• Adaptability (Level 3)• Communication (Level 3)• Skills in Microsoft office (Intermediate)	Qualification: Graduation Competency: <ul style="list-style-type: none">• Adaptability (Level 3)• Communication (Level 3)• Conflict Management (Level 3)• Analytical Thinking (Level 3)• Resource Management (Level 3)• Investigation (Advanced)• Auditing (Intermediate)• X-Ray Training (Intermediate)• Training Delivery (Intermediate)• Security equipment , CCTV (Intermediate)• Health & Safety (Intermediate)	Qualification: Bachelor Degree in either Business Management with relevant professional qualification as a lead auditor Competency: <ul style="list-style-type: none">• Communication (Level 4)• Adaptability (Level 3)• Organization & Environmental Awareness (3)• Creative Thinking (Level 3)• Networking Relationship (Level 3)• Conflict Management (Level 3)• Resource Management (Level 3)• Risk Management (5)• Initiative (Level 3)• Team Leadership (Level 4)• Change Leadership (Level 4)• Vision & Strategic Direction (Level 3)	Qualification: Bachelor Degree in either Business Management with relevant professional qualification as a lead auditor Competency: <ul style="list-style-type: none">• Communication (Level 4)• Adaptability (Level 3)• Organization & Environmental Awareness (3)• Creative Thinking (Level 3)• Networking Relationship (Level 3)• Conflict Management (Level 3)• Resource Management (Level 3)• Risk Management (5)• Initiative (Level 3)• Team Leadership (Level 4)• Change Leadership (Level 4)• Vision & Strategic Direction (Level 3)	Qualification: Bachelor Degree in either Business Management with relevant professional qualification as a lead auditor Competency: <ul style="list-style-type: none">• Communication (Level 4)• Adaptability (Level 3)• Organization & Environmental Awareness (3)• Creative Thinking (Level 3)• Networking Relationship (Level 3)• Conflict Management (Level 3)• Resource Management (Level 3)• Risk Management (5)• Initiative (Level 3)• Team Leadership (Level 4)• Change Leadership (Level 4)• Vision & Strategic Direction (Level 3)	Qualification: Bachelor Degree in either Business Management with relevant professional qualification as a lead auditor Competency: <ul style="list-style-type: none">• Communication (Level 4)• Adaptability (Level 3)• Organization & Environmental Awareness (3)• Creative Thinking (Level 3)• Networking Relationship (Level 3)• Conflict Management (Level 3)• Resource Management (Level 3)• Risk Management (5)• Initiative (Level 3)• Team Leadership (Level 4)• Change Leadership (Level 4)• Vision & Strategic Direction (Level 3)	Qualification: Bachelor Degree in either Business Management with relevant professional qualification as a lead auditor Competency: <ul style="list-style-type: none">• Communication (Level 4)• Adaptability (Level 3)• Organization & Environmental Awareness (3)• Creative Thinking (Level 3)• Networking Relationship (Level 3)• Conflict Management (Level 3)• Resource Management (Level 3)• Risk Management (5)• Initiative (Level 3)• Team Leadership (Level 4)• Change Leadership (Level 4)• Vision & Strategic Direction (Level 3)	Qualification: Bachelor Degree in either Business Management with relevant professional qualification as a lead auditor Competency: <ul style="list-style-type: none">• Communication (Level 4)• Adaptability (Level 3)• Organization & Environmental Awareness (3)• Creative Thinking (Level 3)• Networking Relationship (Level 3)• Conflict Management (Level 3)• Resource Management (Level 3)• Risk Management (5)• Initiative (Level 3)• Team Leadership (Level 4)• Change Leadership (Level 4)• Vision & Strategic Direction (Level 3)	Qualification: Bachelor Degree in either Business Management with relevant professional qualification as a lead auditor Competency: <ul style="list-style-type: none">• Communication (Level 4)• Adaptability (Level 3)• Organization & Environmental Awareness (3)• Creative Thinking (Level 3)• Networking Relationship (Level 3)• Conflict Management (Level 3)• Resource Management (Level 3)• Risk Management (5)• Initiative (Level 3)• Team Leadership (Level 4)• Change Leadership (Level 4)• Vision & Strategic Direction (Level 3)		

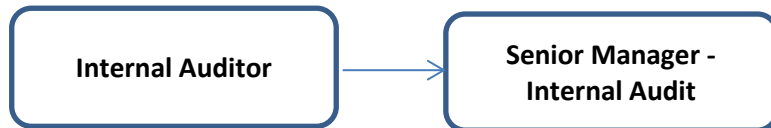
LEGAL



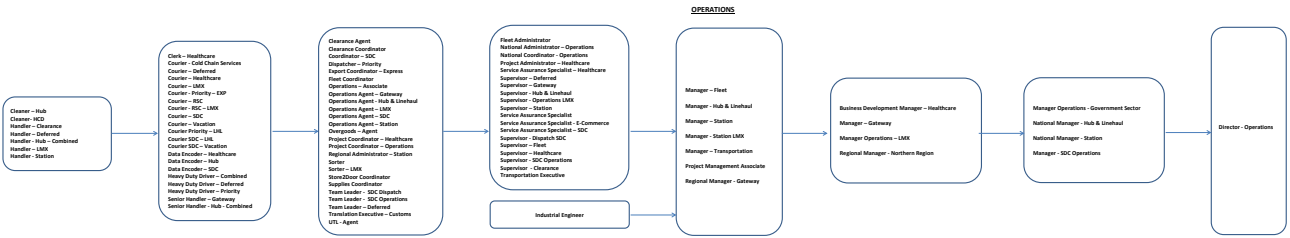
Legal Assistant	Supervisor - Government Relations	Manager - Legal
Qualification: <ul style="list-style-type: none"> • Bachelor Degree in Law 	Qualification: <ul style="list-style-type: none"> • Bachelor or equivalent. 	Qualification: <ul style="list-style-type: none"> • Bachelor Degree in Law
Competency: <ul style="list-style-type: none"> • Decision Making (Level 3) • Communication (Level 3) • Organizational & Environmental awareness (Level 3) • Planning & Organizing (Level 2) 	Competency: <ul style="list-style-type: none"> • Communication skills (Level 3) • Adaptability (Level 2) • Initiative (Level 2) • Continuous Learning (Level 2) 	Competency: <ul style="list-style-type: none"> • Influence (Level 4) • Networking / Relationship building (Level 4) • Stress management (Level 4) • Planning & Organizing (Level 4)



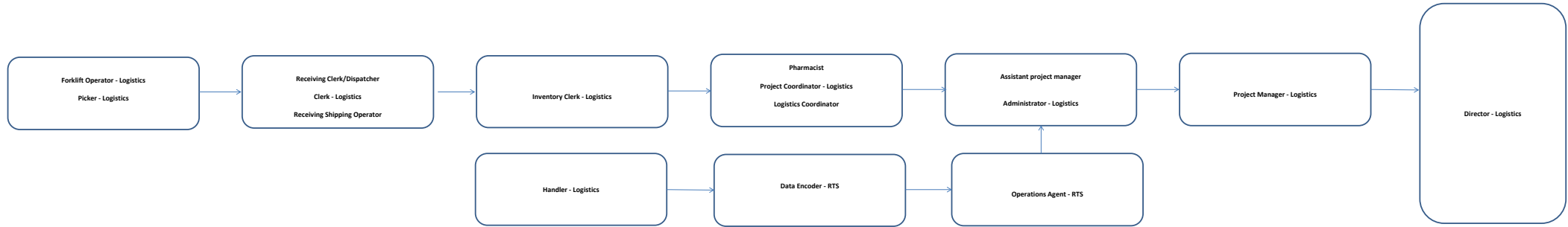
Internal Audit



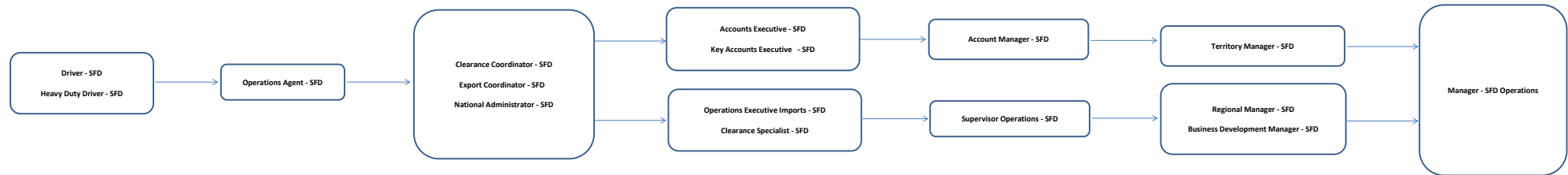
Senior Manager - Internal Audit
<p>Qualification:</p> <ul style="list-style-type: none">• Minimum Bachelor degree in Accounting, Finance, Business Administration or related field.• Audit or related field professional certifications (CIA, CPA, ACCA, CA, CISA, CICA, CRISC, CRMA, CMA, CIMA, CFA, CMIIA, etc), are highly recommended
<p>Competency:</p> <ul style="list-style-type: none">Stress Management (Level 4)Initiative (Level 4)Team Leadership (Level 4)Change Leadership (Level 4)Planning & Organizing (Level 4)Decision making (Level 4)Vision & Strategic Direction (Level 4)

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Logistics



Heavy Duty Driver - Logistics	Receiving Clerk/Dispatcher	Clerk - Logistics	Receiving Shipping Operator	Inventory Clerk - Logistics	Pharmacist II	Project Coordinator - Logistics	Logistics Coordinator	Data Encoder - RTS	Utility Executive - Logistics	Administrator - Logistics	Operations Agent - RTS	Assistant project manager	Project Manager - Logistics	Director - Logistics
Qualification: • Secondary School (Minimum)/College (Preferable)	Qualification: • Secondary (Minimum) • College (Preferable)	Qualification: • Secondary (Minimum) • College (Preferable)	Qualification: • Bachelor Degree/Electronics & Computer Hardware	Qualification: • Secondary (Minimum) • College (Preferable)	Qualification: • Must have a Degree in Pharmacy (B. Pharm)	Qualification: • Degree or Diploma in Project Management/Logistics	Qualification: • Degree or Diploma in Project Management/Logistics	Qualification: • Secondary (Minimum)	Qualification: • Engineering Degree/Diploma.	Qualification: • Secondary (Minimum) • College (Preferred)	Qualification: • Secondary (Minimum) College (Preferable)	Qualification: • Bachelor's Degree in their field. With graduate degree preferred, Specialization in their field of work.	Qualification: • Bachelor's Degree in their field. With graduate degree preferred, Specialization in their field of work.	Qualification: • Bachelor Degree • MBA (Preferable) • Degree in logistics (Preferable)
Competency: • Teamwork (Level 1) • Adaptability (Level 2) • Initiative (Level 2) • Initiative (Level 2)	Competency: • Resource Management (Level 2) • Stress Management (Level 2) • Initiative (Level 2) • Teamwork (Level 2) • Communication (Level 3)	Competency: • Resource Management (Level 2) • Stress Management (Level 2) • Initiative (Level 2) • Teamwork (Level 2)	Competency: • Continuous Learning (Level 2) • Communication (Level 3) • Organizational & Environmental Awareness (Level 1) • Stress Management (Level 2) • Influence (Level 3) • Initiative (Level 1) • Teamwork (Level 2)	Competency: • Resource Management (Level 2) • Communication - (Level 4) • Communication - (Level 4) • Risk management - (Level 3) • Influence - (Level 3) • Initiative - (Level 3) • Teamwork - (Level 4)	Competency: • Communication - (Level 4) • Communication - (Level 4) • Risk management - (Level 3) • Influence - (Level 3) • Initiative - (Level 3) • Teamwork - (Level 4)	Competency: • Communication - (Level 4) • Initiative - (Level 3) • Planning and Organizing - (Level 4) • Teamwork - (Level 3) • Influence - (Level 2)	Competency: • Communication - (Level 4) • Initiative - (Level 3) • Planning and Organizing - (Level 4) • Teamwork - (Level 3) • Influence - (Level 2)	Competency: • Teamwork (Level 2) • Communication (Level 3)	Competency: • Initiative - Level 4 • Planning and Organizing - Level 4 • Influence - Level 3 • Teamwork - Level 4 • Networking /Relationship Building Level 4 • Conflict Management-Level 4 • Organizational & Environmental Awareness-Level 4 • Decision Making-Level 4	Competency: • Resource Management (Level 2) • Stress Management (Level 2) • Initiative (Level 2) • Teamwork (Level 2) • Team leadership (Level 3)	Competency: • Resource Management (Level 2) • Stress Management (Level 2) • Initiative (Level 2) • Teamwork (Level 2) • Communication (Level 3)	Competency: • Resource Management (Level 2) • Stress Management (Level 2) • Initiative (Level 2) • Teamwork (Level 2) • Communication (Level 3)	Competency: • Communication - Level 4 • Initiative - Level 3 • Planning and Organizing - Level 4 • Influence - Level 3 • Team Leadership (Level 3) • Change Leadership (Level 3) • Planning & Organizing (Level 3) • Teamwork (Level 4)	Competency: • Stress Management (Level 5) • Initiative (Level 5) • Team Leadership (Level 5) • Change Leadership (Level 4) • Planning & Organizing (Level 4) • Decision making (Level 5) • Vision & Strategic Direction (Level 4)

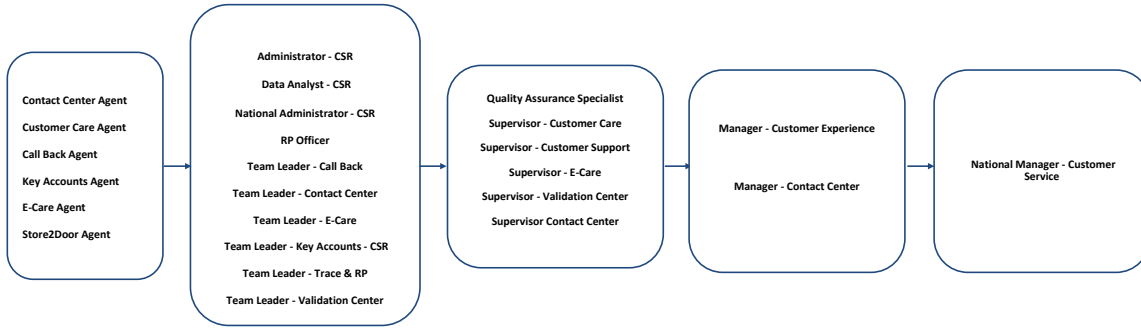


Operations Agent - SFD	Clearance Coordinator - SFD II	Export Coordinator - SFD II	National Administrator - SFD II	Accounts Executive - SFD	Key Accounts Executive - SFD	Operations Executive Imports - SFD	Clearance Specialist - SFD	Account Manager - SFD	Supervisor Operations - SFD	Territory Manager - SFD	Regional Manager - SFD	Business Development Manager - SFD	Manager - SFD Operations
Qualification: • Bachelor's Degree or Diploma Competency: • Networking/Relationship building (Level 2) • Team Leadership (Level 2) • Teamwork (Level 2) • Communication (Level 3) • Decision Making (Level 3) • Adaptability (Level 2)	Qualification: • Bachelor's Degree or Diploma Competency: • Stress management (Level 2) • Team Work (Level 3) • Continuous Learning (Level 2) • Initiative (Level 3) • Communication (Level 2) • Adaptability (Level 2)	Qualification: • Bachelor's Degree or Diploma Competency: • Decision Making (Level 1) • Adaptability (Level 3) • Teamwork (Level 1) • Communications (Level 2) • Creative thinking (Level 3) • Continuous Learning (Level 2)	Qualification: • Bachelor's Degree or Diploma Competency: • Conflict Management (Level 3) • Adaptability (Level 3) • Teamwork (Level 3) • Communications (Level 3) • Continuous Learning (Level 3) • Planning & Organizing (Level 3) • Creative Thinking (Level 3)	Qualification: • Bachelor's Degree or Diploma Competency: • Communication_Level 3 • Networking_Relationship_level 2 • Influence_level 2 • Team Leadership_Level 2 • Decision Making_Level 2 • Teamwork_Level 2	Qualification: • Bachelor's Degree or Diploma Competency: • Networking/Relationship building (Level 2) • Team Leadership (Level 2) • Teamwork (Level 3) • Communication (Level 3) • Decision Making (Level 3) • Adaptability (Level 2) • Continuous learning (Level 2)	Qualification: • Bachelor's Degree or Diploma Competency: • Networking/Relationship building (Level 2) • Team Leadership (Level 3) • Teamwork (Level 3) • Communication (Level 3) • Decision Making (Level 2) • Continuous Learning (Level 2)	Qualification: • Bachelor's Degree or Diploma Competency: • Networking/Relationship building (Level 2) • Team Leadership (Level 2) • Teamwork (Level 2) • Communication (Level 3) • Decision Making (Level 3)	Qualification: • Bachelor's Degree Competency: • Networking/Relationship building (Level 2) • Team Leadership (Level 2) • Teamwork (Level 2) • Communication (Level 2) • Decision Making (Level 3)	Qualification: • Bachelor's Degree Competency: • Networking/Relationship building (Level 2) • Team Leadership (Level 2) • Teamwork (Level 2) • Communication (Level 2) • Decision Making (Level 3) • Creative Thinking (Level 2) • Adaptability (Level 2)	Qualification: • Bachelor's Degree Competency: • Networking/Relationship building (Level 2) • Team Leadership (Level 2) • Teamwork (Level 2) • Communication (Level 2) • Decision Making (Level 3)	Qualification: • Bachelor's Degree Competency: • Networking/Relationship building (Level 3) • Team Leadership (Level 3) • Teamwork (Level 2) • Communication (Level 2) • Decision Making (Level 3) • Initiative (Level 3) • Creative Thinking (Level 3)	Qualification: • Bachelor's Degree in Business Administration Competency: • Planning and Organizing (Level 4) • Networking / Relationship Building (Level 4) • Resource Management (Level 4) • Organizational and Environmental Awareness (Level 4) • Decision Making (Level 4) • Visioning and Strategic Direction (Level 4)	Qualification: • Secondary School (Minimum)/College (Preferable) Competency: • Teamwork (Level 1) • Adaptability (Level 2) • Initiative (Level 2)

Corporate



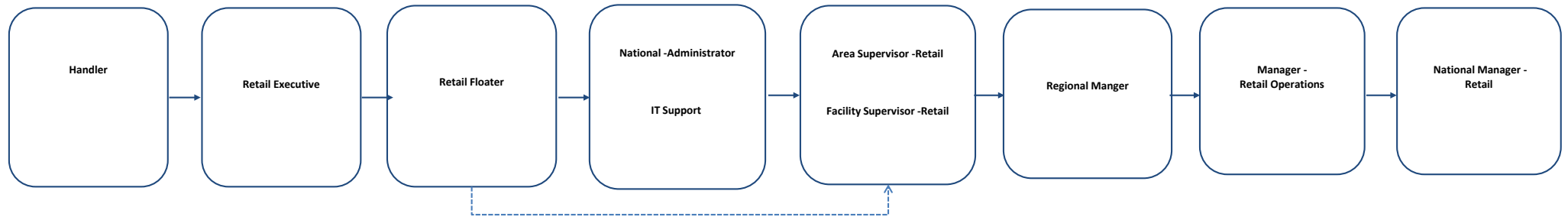
Manager - Strategic Investment	Director - Strategic Projects
Qualification: Bachelor's degree in finance, business, accounting or a related field preferred, MBA desired	Qualification: Bachelor's degree in finance, business, accounting or a related field preferred, MBA desired.
Competency: <ul style="list-style-type: none">• Visioning & strategic Direction (Level 3)• Planning & Organizing (Level 3)• Risk Management (Level 4)• Teamwork (Level 3)• Networking/Relationship building (Level 4)• Analytical Thinking (Level 4)	Competency: <ul style="list-style-type: none">• Visioning & strategic Direction (Level 3)• Planning & Organizing (Level 3)• Risk Management (Level 4)• Networking/Relationship building (Level 4)• Analytical Thinking (Level 4)• Adaptability (Level 3) ☐



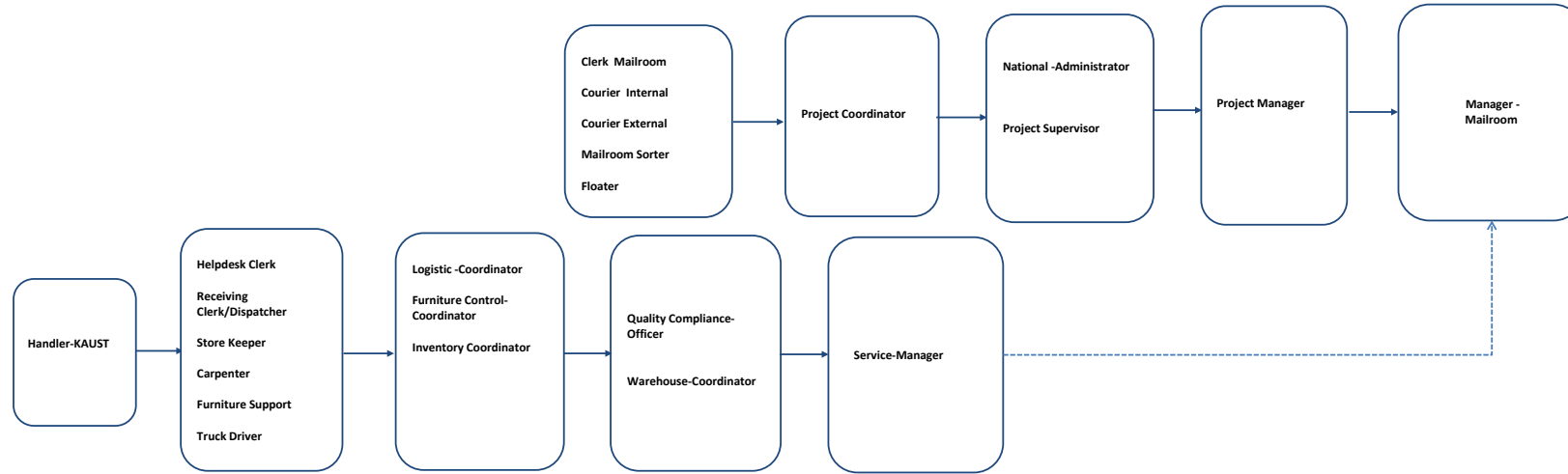
Data Analyst - CSR	National Administrator/Administrator - CSR	RP Officer	Team Leader - Call Back	Team Leader - Contact Center	Team Leader - E-Care	Team Leader - Key Accounts - CSR	Team Leader - Trace & RP	Team Leader - Validation Center
Qualification: High School (min), Diploma (Preferable), Bachelors (Preferred) Competency: Conflict Management (Level 4) Influence (Level 3) Initiative (Level 3) Planning & Organizing (Level 2) Communication (Level 5) MS Word, Excel, Email / Internet Search, etc. (Intermediate) Company Systems (Core, ERP, Guide...) (Intermediate)	Qualification: High School (Minimum) College (Preferable) Competency: Conflict Management (Level 4) Influence (Level 3) Initiative (Level 3) Planning & Organizing (Level 2) Communication (Level 5) MS Word, Excel, Email / Internet Search, etc. (Intermediate) Company Systems (Core, ERP, Guide...) (Intermediate)	Qualification: High School or Equivalent Competency: Conflict Management (Level 3) Communication (Level 3) Team work (Level 2) All company systems (CORE, CISCO Unified, Etc) (Advanced) MS Office (Intermediate) English Proficiency (written and spoken) (Intermediate) Arabic Proficiency (Spoken) (Intermediate)	Qualification: High School (min), Diploma (Preferable) Competency: Conflict Management (Level 2) Communication (Level 3) Planning (Level 1) Initiative (Level 3) All company systems (CORE, CISCO Unified, Etc) (Advanced) MS Office (Intermediate) English Proficiency (written and spoken) (Intermediate) Arabic Proficiency (Spoken) (Intermediate)	Qualification: High School (min), Diploma (Preferable) Competency: Conflict Management (Level 4) Communication (Level 5) Planning (Level 1) Initiative (Level 5) All company systems (CORE, CISCO Unified, Etc) (Advanced) MS Office (Intermediate) English Proficiency (written and spoken) (Intermediate) Arabic Proficiency (Spoken) (Intermediate)	Qualification: High School (min), Diploma (Preferable) Competency: Conflict Management (Level 3) Communication (Level 3) Initiative (Level 3) Team leadership (Level 3) All company systems (CORE, CISCO Unified, Etc) (Advanced) MS Office (Intermediate) English Proficiency (written and spoken) (Intermediate) Arabic Proficiency (Spoken) (Intermediate)	Qualification: High School (Minimum) Diploma (Preferred) Competency: Continuous Learning (Level 2) Communication (Level 3) Organizational & Environmental Awareness (Level 1) Stress Management (Level 2) Influence (Level 3) Initiative (Level 1) Teamwork (Level 2) MS Office (Intermediate) English (Intermediate) Typing Skills (Intermediate) Telephone Skills (Advanced) Product Knowledge (Advanced) Using Business applications (Advanced) Handling Customer Complaint Skills (Intermediate)	Qualification: High School or Equivalent Competency: Conflict Management (Level 3) Communication (Level 3) Influence (Level 3) Team leadership (Level 3) Team work (Level 2) All company systems (CORE, CISCO Unified, Etc) (Advanced) MS Office (Intermediate) English Proficiency (written and spoken) (Intermediate) Arabic Proficiency (Spoken) (Intermediate)	Qualification: High School (min), Diploma (Preferable) Competency: Communication (Level 3) Initiative (Level 2) Teamwork (Level 2) SMSA SDM system (Intermediate) English - Speak / Read / Write (Intermediate) Arabic - Speak / Read / Write (Intermediate) MS Word, Excel, Email / Internet Search, etc. (Advanced) Internal Applicant - SMSA System - Customer Service, Telephone skills, etc. (Advanced)

Quality Assurance Specialist	Supervisor - Customer Care	Supervisor - Customer Support	Supervisor - E-Care	Supervisor - Validation Center	Supervisor Contact Center	Manager - Customer Experience	Manager - Contact Center	National Manager - Customer Service
Qualification: High School (min), Diploma (Preferable), Bachelors (Preferred) Competency: • Communication (Level 3) • Initiative (Level 2) • Continuous learning (Level 2) • English - Speak / Read / Write (Intermediate) • Arabic - Speak / Read / Write (Intermediate) • MS Word, Excel, Email / Internet Search, etc. (Advanced) • Internal Applicant - SMSA System - Customer Service, Telephone skills, etc. (Advanced)	Qualification: Bachelor Degree in Business Administration Competency: • Communication (Level 3) • Organizational & Environmental Awareness (Level 2) • Creative Thinking (Level 2) • Networking Relationship (Level 2) • Conflict Management (Level 2) • Risk Management (Level 3) • Stress Management (Level 2) • Team Leadership (Level 2) • Decision Making (Level 3)	Qualification: Bachelor Degree Equivalent Competency: • Communication (Level 4) • Organizational & Environmental (Level 2) • Creative Thinking (Level 3) • Stress Management (Level 3) • Influence (Level 3) • Team Leadership (Level 2) • Planning & Organization (Level 3)	Qualification: Diploma (min), Bachelors (Preferable) Competency: • Communication (Level 4) • Conflict Management (Level 4) • Environmental (Level 2) • Initiative (Level 4) • Team Leadership (Level 3) • All company systems (CORE, CISCO Unified, Etc) (Advanced) • MS Office (Intermediate) • English Proficiency (written and spoken) (Intermediate) • Arabic Proficiency (Spoken) (Intermediate)	Qualification: Bachelor Degree or equivalent Competency: • Communication (Level 3) • Resource Management (Level 3) • Stress Management (Level 3) • Initiative (Level 3) • Team leadership (Level 3) • SMSA SDM system (Intermediate) • MS Word, Excel, Email / Internet Search, etc. (Intermediate) • Arabic Proficiency (Spoken) (Intermediate) • Handling Customer Complaint Skills (Intermediate)	Qualification: Bachelor Degree in Business Administration Competency: • Communication (Level 3) • Organizational & Environmental Awareness (Level 2) • Creative Thinking (Level 1) • Networking Relationship (Level 1) • Stress Management (Level 3) • Influence (Level 3) • Initiative (Level 2) • Team Leadership (Level 2) • Planning & Organizing (Level 1) • Decision Making (Level 1) • All company systems (CORE, CISCO Unified, Etc) (Advanced) • MS Office (Intermediate) • English Proficiency (written and spoken) (Intermediate) • Arabic Proficiency (Spoken) (Intermediate)	Qualification: Diploma or Bachelor in related field. Competency: • Adaptability (Level 4) • Adaptability (Level 4) • Communication (Level 4) • Organizational & Environmental Awareness (Level 4) • Creative Thinking (Level 4) • Networking Relationship (Level 3) • Resource Management (Level 4) • Risk Management (Level 3) • Decision Making (Level 3) • Team Leadership (Level 5) • Change Leadership (Level 4) • Planning & Organizing (Level 4) • Decision Making (Level 3) • Analytical Thinking (Level 3) • Vision & Strategic Direction (Level 3)	Qualification: Bachelor in related field. Competency: • Adaptability (Level 4) • Communication (Level 4) • Organizational & Environmental Awareness (Level 4) • Creative Thinking (Level 4) • Planning & Organizing (Level 4) • Conflict Management (Level 3) • Resource Management (Level 3) • Risk Management (Level 3) • Decision Making (Level 3) • Team Leadership (Level 5) • Change Leadership (Level 4) • Planning & Organizing (Level 4) • Decision Making (Level 3) • Analytical Thinking (Level 3) • Vision & Strategic Direction (Level 3) • Familiarity with Analytical tool (Intermediate)	Qualification: Master's Degree in Business Administration Competency: • Adaptability (Level 4) • Communication (Level 4) • Organizational & Environmental Awareness (Level 4) • Creative Thinking (Level 4) • Networking Relationship (Level 3) • Conflict Management (Level 3) • Resource Management (Level 3) • Risk Management (Level 3) • Decision Making (Level 4) • Team Leadership (Level 5) • Change Leadership (Level 4) • Planning & Organizing (Level 4) • Decision Making (Level 3) • Analytical Thinking (Level 3) • Vision & Strategic Direction (Level 3) • Familiarity with Analytical tool (Intermediate)

SMSA Support Service



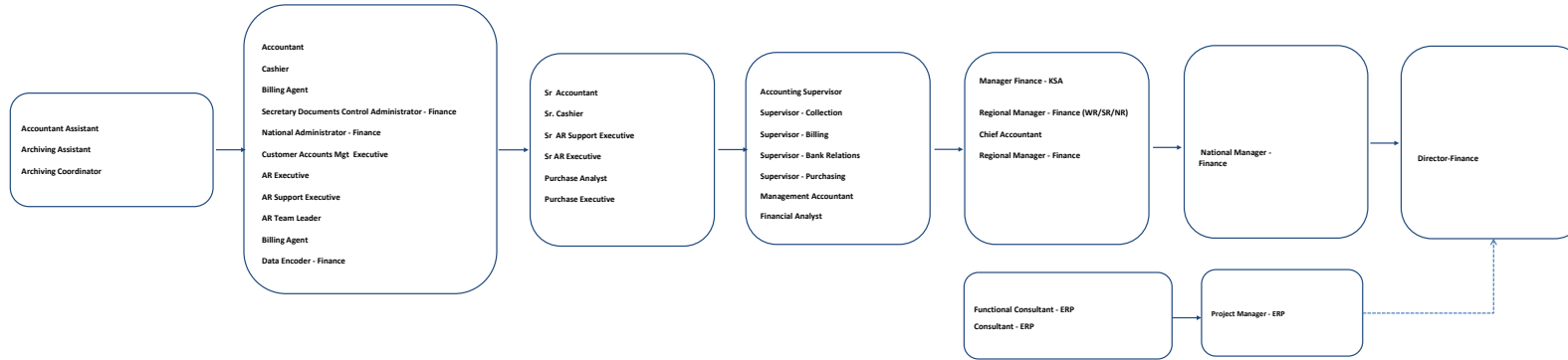
Retail Executive	Retail Floater	National -Administrator	IT Support	Area Supervisor -Retail	Facility Supervisor -Retail	Regional Manger	Manager - Retail Operations	National Manager - Retail
Qualification: Bachelor's Degree or Diploma Competency: • Adaptability _ Level 2 • Communication _ Level 2 • Networking Relationship_ Level 2 • Stress Management_ Level 1	Qualification: Bachelor's Degree or Diploma Competency: • Adaptability _ Level 2 • Communication _ Level 2 • Networking Relationship_ Level 2 • Stress Management_ Level 1	Qualification: Bachelor's Degree or Diploma Competency: • Adaptability (Level 2) • Communication (Level 1) • Networking Relationship (Level 1) • Stress Management (Level 2) • Initiative(Level 1) • Teamwork(Level 1)	Qualification: Bachelor's Degree or Diploma Competency: • Adaptability (Level 3) • Continuous Learning (Level 4) • Communication (Level 4) • Creative Thinking (Level 3) • Conflict Management (Level 3) • Resource Management (Level 3) • Risk Management (Level 3) • Stress Management (Level 3) • Change Leadership (Level 3) • Planning and Organizing (Level 3) • Initiative (Level 3) • Teamwork (Level 3)	Qualification: Bachelor's Degree or Diploma Competency: • Adaptability _ Level 4 • Communication _ Level 3 • Organizational & Environmental Awareness_ Level 2 • Networking Relationship_ Level 3 • Resource Management_ Level 3 • Team Leadership_ Level 4 • Planning & Organizing_ Level 2 • Decision Making_ Level 2 • Stress Management _Level 3 • Teamwork _Level 3	Qualification: Bachelor's Degree Competency: • Communication skills (Level 3) • Networking & Relationship Building (Level 3) • Resource Management (Level 3) • Analytical Thinking (Level 3) • Decision Making (Level 3)	Qualification: Bachelor Degree Competency: • Adaptability _ Level 4 • Communication _ Level 3 • Organizational & Environmental Awareness_ Level 2 • Networking Relationship_ Level 3 • Resource Management_ Level 3 • Team Leadership_ Level 4 • Planning & Organizing_ Level 2 • Decision Making_ Level 2	Qualification: Bachelor Degree. Master of Business Administration Competency: • Adaptability _ Level 5 • Communication _ Level 4 • Organizational & Environmental Awareness_ Level 4 • Creative Thinking_ Level 4 • Networking Relationship_ Level 4 • Conflict Management_ Level 4 • Resource Management_ Level 4 • Influence_ Level 3 • Initiative_ Level 4 • Team Leadership_ Level 5 • Change Leadership_ Level 4 • Planning & Organizing_ Level 4 • Decision Making_ Level 4 • Vision & Strategic Direction_ Level 4	Qualification: Bachelor Degree. Master of Business Administration Competency: • Adaptability _ Level 5 • Communication _ Level 4 • Organizational & Environmental Awareness_ Level 4 • Creative Thinking_ Level 4 • Networking Relationship_ Level 4 • Conflict Management_ Level 4 • Resource Management_ Level 4 • Influence_ Level 3 • Initiative_ Level 4 • Team Leadership_ Level 5 • Change Leadership_ Level 4 • Planning & Organizing_ Level 4 • Decision Making_ Level 4 • Vision & Strategic Direction_ Level 4



Project Coordinator	National -Administrator	Project Supervisor	Project Manager	National Manager -Mailroom
Qualification: Bachelor's Degree or Diploma.	Qualification: Bachelor's Degree	Qualification: Bachelor's Degree	Qualification: Bachelor's Degree	Qualification: Bachelor's Degree
Competency: • Communication Skills (Level 2) • Teamwork (Level 2) • Creative Thinking (Level 2) • Adaptability (Level 2)	Competency: • Adaptability (Level 2) • Communication (Level 1) • Networking Relationship (Level 1) • Stress Management (Level 2) • Influence (Level 1) • Initiative (Level 1) • Teamwork (Level 1)	Competency: • Communication (Level 3) • Project Environmental Awareness (Level 2) • Networking / Relationship Building (Level 3) • Resource Management (Level 2) • Team Leadership (Level 2)	Competency: • Communication (Level 4) • Organizational & Environmental Awareness (Level 3) • Networking/Relationship Building (Level 3) • Resource Management (Level 4) • Stress Management (Level 3) • Team Leadership (Level 3) • Decision making (Level 4)	Competency: • Adaptability (Level 5) • Communication (Level 5) • Project Environmental Awareness (Level 4) • Networking/ Relationship Building (Level 4) • Resource Management (Level 5) • Stress Management (Level 4) • Team Leadership (Level 4) • Decision making (Level 5)

Helpdesk Clerk	Receiving Clerk/Dispatcher	Store Keeper	Carpenter	Furniture Support	Truck Driver	Logistic -Coordinator	Furniture Control- Coordinator	Inventory Coordinator	Quality Compliance-Officer	Warehouse-Coordinator	Service-Manager
Qualification: HS Diploma/Certificate/ College Level	Qualification: HS Diploma/Certificate/ College Level	Qualification: HS Diploma/Certificate/ College Level	Qualification: HS Diploma/Certificate/ College Level	Qualification: HS Diploma/Certificate/ College Level	Qualification: HS Diploma/Certificate/ College Level	Qualification: Bachelor's Degree or Diploma	Qualification: HS Diploma/Certificate/ College Level	Qualification: Bachelor's Degree or Diploma	Qualification: Bachelor's Degree or Diploma	Qualification: Bachelor's Degree or Diploma	Qualification: Bachelor's Degree
Competency: • Initiative (Level-2) • Team work (Level-2) • Resource Management (Level-2) • Communication (Level 2)	Competency: • Adaptability (Level-2) • Analytical thinking (Level-1) • Resource Management (Level-2)	Competency: • Analytical skills (Level-2) • Planning & Organizing skills (Level-2) • Communication skills (Level-2)	Competency: • Adaptability (Level- 2) • Initiative (Level-2) • Teamwork (Level-2)	Competency: • Adaptability (Level-2) • Analytical thinking (Level-1) • Teamwork (Level-2) • Communication (Level 2)	Competency: • Adaptability (Level- 2) • Initiative (Level-3) • Teamwork (Level-2)	Competency: • Analytical skills (Level-2) • Communication skills (Level- 2)	Competency: • Analytical skills (Level-2) • Initiative (Level-2) • Teamwork (Level-2)	Competency: • Analytical Thinking (Level-2) • Planning & Organizing skills (Level-2) • Communication (Level-2)	Competency: • Risk Management (Level-2) • Communication (Level-3) • Planning and Organizing (Level-2) • Analytical thinking (Level-2)	Competency: • Analytical skills (Level-2) • Initiative (Level-2) • Teamwork (Level-2) • Communication (Level 2)	Competency: • Communication (Level-4) • Resource Management (Level-4) • Stress Management (Level-3) • Team Leadership (Level-3) • Decision Making (Level-3)

Finance



Accountant	Accounting Assistant	Accounting Supervisor	AR Executive	AR Support Executive	AR Team Leader	Billing Agent	Supervisor - Billing	Cashier	Chief Accountant	Supervisor - Collection
Qualification: Bachelors Degree	Qualification: Bachelor's Degree or Diploma	Qualification: Bachelor's Degree	Qualification: Bachelor's Degree or Diploma	Qualification: Bachelor's Degree or Diploma	Qualification: Bachelor's Degree or Diploma.	Qualification: Bachelor's Degree or Diploma	Qualification: Bachelor's Degree	Qualification: Bachelor's Degree or Diploma	Qualification: Bachelor's Degree	Qualification: Bachelors Degree in Accounting
Competency: • Adaptability (Level 2) • Continuous Learning (Level 3) • Communication (Level 1) • Initiative (Level 2) • Analytical Thinking (Level 1)	Competency: • Adaptability (Level 2) • Continuous Learning (Level 3) • Communication (Level 1) • Initiative (Level 2) • Analytical Thinking (Level 1)	Competency: Preferably CPA or equivalent certification. Competency: • Communication (Level 2) • Resource Management (Level 2) • Analytical Thinking (Level 1) • Teamwork (Level 1)	Competency: • Adaptability (Level 2) • Communication (Level 1) • Creative Thinking (Level 1) • Networking Relationship (Level 1) • Conflict Management (Level 1) • Stress Management (Level 2) • Initiative (Level 1) • Analytical Thinking (Level 1) • Teamwork (Level 1)	Competency: • Adaptability (Level 2) • Communication (Level 2) • Creative Thinking (Level 1) • Networking Relationship (Level 1) • Conflict Management (Level 1) • Stress Management (Level 2) • Initiative (Level 1) • Analytical Thinking (Level 1) • Teamwork (Level 1)	Competency: • Adaptability (Level 2) • Continuous Learning (Level 3) • Communication (Level 1) • Analytical Thinking (Level 1) • Initiative (Level 2) • Conflict Management (Level 1) • Stress Management (Level 2) • Team Leadership (Level 2) • Influence (Level 1) • Analytical Thinking (Level 1) • Teamwork (Level 1)	Competency: • Adaptability (Level 2) • Continuous Learning (Level 2) • Communication (Level 2) • Networking Relationship (Level 2) • Stress Management (Level 2) • Planning & Organizing (Level 1) • Vision & Strategic Direction (Level 4) • Analytical Thinking (Level 1) • Teamwork (Level 1)	Competency: • Adaptability (Level 4) • Continuous Learning (Level 4) • Communication (Level 1) • Conflict Management (Level 2) • Resource Management (Level 2) • Stress Management (Level 2) • Initiative (Level 2) • Team Leadership (Level 2) • Analytical Thinking (Level 2) • Teamwork (Level 2)	Competency: • Adaptability (Level 2) • Communication (Level 1) • Risk Management (Level 3) • Stress Management (Level 2) • Initiative (Level 1) • Teamwork (Level 1)	Competency: • Communication (Level 4) • Resource Management (Level 4) • Risk Management (Level 3) • Decision Making (Level 4) • Initiative (Level 1) • Team Leadership (Level 3) • Analytical Thinking (Level 3) • Teamwork (Level 3)	

Customer Accounts Mgt Executive	Data Encoder - Finance	Director - Finance	Financial Analyst	Functional Consultant - ERP	Management Accountant	National Administrator - Finance	National Manager - Finance	Purchase Analyst	Purchase Executive	Regional Manager - Finance	Secretary Documents Control Administrator - Finance
Qualification	Qualification	Qualification	Qualification	Qualification	Qualification	Qualification	Qualification	Qualification	Qualification	Qualification	Qualification
Bachelor's Degree or Diploma	Bachelor's Degree or Diploma	Bachelor's Degree	Bachelor Degree	Bachelor Degree	Bachelor Degree	Bachelor's Degree or Diploma	Bachelor Degree	Bachelor's Degree or Diploma	Bachelor's Degree or Diploma	Bachelor Degree	Bachelor's Degree or Diploma
Competency: <ul style="list-style-type: none">• Adaptability (Level 3)• Continuous Learning (Level 3)• Communication (Level 1)• Conflict Management (Level 1)• Stress Management (Level 1)• Initiative (Level 2)• Decision Making (Level 1)• Analytical Thinking (Level 2)• Teamwork (Level 3)	Competency: <ul style="list-style-type: none">• Adaptability (Level 2)• Continuous Learning (Level 2)• Communication (Level 1)• Organizational & Environmental Awareness (Level 3)• Stress Management (Level 2)• Planning & Organizing (Level 1)• Decision Making (Level 1)• Analytical Thinking (Level 1)• Teamwork (Level 1)	Competency: <ul style="list-style-type: none">• Adaptability (Level 2)• Communication (Level 3)• Organizational & Environmental Awareness (Level 3)• Creative Thinking (Level 3)• Resource Management (Level 4)• Planning & Organizing (Level 1)• Risk Management (Level 2)• Change Leadership (Level 3)• Analytical Thinking (Level 4)• Vision & Strategic Direction (Level 2)	Competency: <ul style="list-style-type: none">• Adaptability (Level 2)• Continuous Learning (Level 1)• Organizational & Environmental Awareness (Level 3)• Creative Thinking (Level 4)• Stress Management (Level 3)• Planning & Organizing (Level 4)• Influence (Level 1)• Analytical Thinking (Level 4)• Teamwork (Level 1)• Initiative (Level 4)	Competency: <ul style="list-style-type: none">• Communication (Level 3)• Resource Management (Level 3)• Networking Relationship (Level 2)• Risk Management (Level 2)• Decision Making (Level 3)• Knowledge of ERP systems (Intermediate)	Competency: <ul style="list-style-type: none">• Adaptability (Level 2)• Communication (Level 1)• Networking Relationship (Level 2)• Stress Management (Level 2)• Influence (Level 1)• Initiative (Level 1)• Teamwork (Level 1)	Competency: <ul style="list-style-type: none">• Communication (Level 4)• Resource Management (Level 4)• Risk Management (Level 4)• Decision Making (Level 4)• Teamwork (Level 4)• Vision & Strategic Direction (Level 4)• Knowledge of ERP systems (Advanced)	Competency: <ul style="list-style-type: none">• Adaptability (Level 2)• Networking Relationship Building (Level 3)• Conflict Management (Level 1)• Communication (Level 1)• Initiative (Level 2)• Analytical Thinking (Level 1)• Stress Management (Level 2)• Influence (Level 1)• Initiative (Level 1)• Teamwork (Level 1)	Competency: <ul style="list-style-type: none">• Adaptability (Level 2)• Communication (Level 1)• Continuous Learning (Level 1)• Initiative (Level 2)• Stress Management (Level 2)• Influence (Level 1)• Initiative (Level 1)• Teamwork (Level 1)	Competency: <ul style="list-style-type: none">• Communication (Level 3)• Resource Management (Level 3)• Risk Management (Level 3)• Decision Making (Level 3)• Networking Relationship (Level 1)• Conflict Management (Level 1)• Stress Management (Level 2)• Influence (Level 1)• Initiative (Level 1)• Teamwork (Level 1)	Competency: <ul style="list-style-type: none">• Adaptability (Level 2)• Communication (Level 1)• Continuous Learning (Level 1)• Networking Relationship (Level 1)• Stress Management (Level 2)• Teamwork (Level 1)	

Sr AR Executive	Sr AR Support Executive	Sr Accountant	Sr Cashier	Supervisor - Bank Relations	Supervisor - Purchasing	Archiving Assistant	Archiving Coordinator	Consultant - ERP	Manager Finance - KSA	Project Manager - ERP	Regional Manager - Finance (WR/SR/NR)
Qualification: Bachelors Degree or Diploma Competency: • Stress management (Level 2) • Initiative (Level 3) • Adaptability (Level 2) • Communication (Level 1) • Creative Thinking (Level 1) • Teamwork (Level 1)	Qualification: Bachelors Degree or Diploma Competency: • Stress management (Level 2) • Initiative (Level 3) • Adaptability (Level 2) • Communication (Level 1) • Creative Thinking (Level 1) • Teamwork (Level 1)	Qualification: Bachelors Degree Competency: • Adaptability (Level 2) • Continuous Learning (Level 3) • Communication (Level 1) • Initiative (Level 2) • Analytical Thinking (Level 1)	Qualification: Bachelor's Degree or Diploma Competency: • Adaptability (Level 2) • Continuous Learning (Level 3) • Communication (Level 1) • Networking Relationship (Level 1) • Initiative (Level 2) • Analytical Thinking (Level 1) • Influence (Level 1) • Teamwork (Level 1)	Qualification: Bachelor's Degree Competency: • Adaptability (Level 2) • Continuous Learning (Level 2) • Communication (Level 1) • Networking Relationship (Level 2) • Initiative (Level 2) • Analytical Thinking (Level 1) • Teamwork (Level 1)	Qualification: Bachelor's Degree Competency: • Adaptability (Level 4) • Continuous Learning (Level 3) • Communication (Level 2) • Initiative (Level 2) • Team Leadership (Level 2) • Planning & Organizing (Level 2) • Analytical Thinking (Level 1) • Teamwork (Level 3) • Networking/Relationship building (Level 2)	Qualification: Bachelor's Degree or Diploma Competency: • Adaptability (Level 3) • Communication (Level 3) • Organizational & Environmental Awareness (Level 3) • Creative Thinking (Level 2) • Resource Management (Level 3) • Risk Management (Level 2) • Teamwork (Level 3) • Initiative (Level 3)	Qualification: Bachelor's Degree or Diploma Competency: • Adaptability (Level 3) • Communication (Level 3) • Organizational & Environmental Awareness (Level 2) • Creative Thinking (Level 4) • Stress Management (Level 3) • Planning & Organizing (Level 4) • Analytical Thinking (Level 4) • Teamwork (Level 4) • Initiative (Level 4)	Qualification: Bachelor's Degree Competency: • Adaptability (Level 2) • Continuous Learning (Level 2) • Organizational & Environmental Awareness (Level 2) • Creative Thinking (Level 4) • Stress Management (Level 3) • Planning & Organizing (Level 4) • Analytical Thinking (Level 4) • Teamwork (Level 4) • Initiative (Level 4)	Qualification: Bachelor's Degree Competency: • Communication (Level 4) • Resource Management (Level 4) • Risk Management (Level 4) • Teamwork (Level 4) • Vision & Strategic Direction (Level 4)	Qualification: Bachelor's Degree Competency: • Planning & Organizing (Level 4) • Communication (Level 3) • Organizational & Environmental Awareness (Level 3) • Initiative (Level 5) • Resource Management (Level 4) • Risk Management (Level 3) • Team Leadership (Level 4)	Qualification: Bachelor's Degree Competency: • Communication (Level 3) • Resource Management (Level 3) • Risk Management (Level 3) • Decision Making (Level 3) • Networking Relationship (Level 3) • Initiative (Level 2)