

Supply Chain Officer - UN World Food Programme

Assisting more than 115.5 million people in 120 + countries each year, the World Food Program (WFP) is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies, and working with communities to improve nutrition and build resilience

Location: Beirut, Lebanon

Deadline for application: August 11, 2024

Contract Duration: 12 months (extendable)

Major: degree in Business Administration, Economics, Engineering Management, or any related field

Experience: 3 – 5 years of experience in Logistics, Supply Chain, and Port Operations

Major Responsibilities:

- Contribute towards the development of supply chain planning and decision-making processes for WFP Syria ensuring compliance with wider logistics policies and WFP standards.
- Support or manage logistics projects or operational day-to-day activities following standard processes and contributing, directly or indirectly, to the effective delivery of food assistance to beneficiaries.
- Manage the operational aspects of Chartered and liner vessels, cargoes, including checking document readiness, loading, discharging and dispatching operations.
- Supervise, monitor and report the performance evaluation of the clearing agents and transporters, in addition to other contractors, and provide inputs in the annual performance review.
- Monitor on WFP stocks in the port and coordinate with the CO colleagues on the allocation of the shipments to ensure smooth operation.
- Contribute to supply chain by providing technical support and guidance to other CO unit/ services, divisions, particularly for emergency response.
- Follow emergency logistics preparedness practices, participate in preparation of CO Logistics Capacity Assessment (LCA), to ensure WFP are able to quickly respond and deploy food and needed resources to affected areas at the onset of the crisis.
- Coordinate with WFP HQ Procurement, suppliers and Government Authorities on rejected shipments stuck at Syrian entry Ports/if any, and propose the best solutions to fix them.
- Liaise with LBN CO supply chain unit where required and support their logistics and port operation activities.

How to Apply:

Kindly send your CV or contact the Career Services Center, Email: career.services@balamand.edu.lb, Ext. 7801; 7802