

Job Opening for a Facility Officer at LCCI (Contract)

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Company: Lagos Chamber Of Commerce and Industry

Location: Lagos, Nigeria

Category: other-general

JOB OPENING FOR A FACILITY OFFICER AT LCCI (CONTRACT)

The Lagos Chamber of Commerce and Industry is the foremost Chamber in Africa. It is a non-profit making business organization with the primary aim of promoting the development of commerce and industry. The Chamber is sourcing for a professional and resourceful Facility Officer for immediate employment.

Location:

Victoria Island.

Job Description:

Venue booking and supervision.

Marquee management and support

Facilities Management

Monitor the maintenance of the facilities.

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Job Requirements/ Competencies:

- Bachelor's degree or its equivalent in any social science/Management/Art/Humanities/ relevant courses.

- 1-2 years' experience in a sales or marketing role.
- NYSC candidate who meets the job requirements will be considered for this role. The NYSC should be able to stay for one year if considered.
- Prior knowledge and understanding of Facilities Management documentation will be an added advantage.
- Excellent written and verbal communication skills.
- The candidate must be proactive, organised and diligent.
- Ability to work and meet up with a given sales target.
- A candidate for this position must be highly proficient in the use of Microsoft Office Suites. eye for details and possess analytical skills.

Equal Employment Opportunity

The Lagos Chamber of Commerce and Industry is committed to a policy of equal employment opportunity and does not discriminate in the recruitment terms, conditions, or benefits of employment on account of race, tribe or ethnicity, age, religion, color, disability, gender, marital status, national origin, physical, beliefs or religion or any other discriminatory grounds.

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