



Job Description

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Job Title Supply Chain Advisor	Job Location Dar es Salaam	Category -
Job Type Full Time	Job level Advisory	Industry Oil & Gas
Open to Expatriates Open to Expatriates & Local Nationals		

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Oil & Gas: 15 Years
Secondary Industry -	Primary Category -	Secondary Category -
Certificate -	Qualification -	

Summary

The Supply Chain Advisor will provide expert support to EACOP for the establishment, stabilization, and optimization of warehousing and inventory management processes across Tanzania and Uganda. The role will lead the integration of warehouse operations with EACOP digital systems, including Maximo and LogDash, while supporting the mobilization and governance of the Integrated Logistics Service Provider (ILSP).

The Advisor will ensure that warehouse processes, inventory controls, master data, workflows, and system interfaces are fully aligned to support safe, efficient, and auditable operations during project commissioning and operations.

Responsibilities

1. Warehouse Management & Operations

- Support the establishment and optimization of warehouse operations in Tanga and satellite warehouses.
- Define warehouse layouts, storage strategies, zoning, and location management.
- Review and optimize goods receipt, storage, preservation, issue, return, and inventory control processes.
- Develop and implement warehouse operating procedures and work instructions.
- Ensure alignment of warehouse operations with EACOP HSE and quality requirements.
- Support inventory accuracy improvement initiatives.

2. Maximo & LogDash Integration

- Act as the Business Lead for warehouse-related process integration between Maximo and LogDash.
- Review and validate inventory workflows across both systems.
- Ensure consistency of master data, material codes, locations, stock ownership, and inventory transactions.
- Support testing, validation, and deployment of interfaces
- Identify process gaps and implement corrective actions.
- Coordinate with IT, Maintenance, Logistics, and vendor teams to ensure successful integration.

3. Warehouse Management System (WMS) Implementation

- Define WMS operating requirements.
- Support system configuration and business process design.
- Define inventory transaction workflows and approval processes.
- Ensure full traceability of stock movements.
- Support barcode, handheld device, and warehouse digitization initiatives.
- Develop reporting and KPI dashboards.

4. ILSP Integration & Readiness

- Support evaluation and mobilization of the future Integrated Logistics Service Provider.
- Ensure alignment between ILSP operating procedures and EACOP requirements.
- Facilitate process integration between EACOP teams, ILSP, Maximo and LogDash.
- Participate in operational readiness and transition activities.
- Monitor implementation progress and issue resolution.

5. Inventory Governance & Data Quality

- Review and improve item master data quality.
- Support spare parts classification and inventory optimization.
- Establish inventory governance rules and controls.
- Ensure inventory records meet audit and compliance requirements.
- Coordinate cycle count and stock reconciliation programs.

6. Training & Knowledge Transfer

- Provide coaching and mentoring to EACOP logistics and maintenance personnel.
- Train warehouse and contractor personnel on processes and systems.
- Develop training materials and operating guides.
- Ensure long-term transfer of knowledge to EACOP teams.

In the context of teamwork and in the field of maintenance:

- Lead the implementation and optimization of warehouse operations across EACOP facilities in Tanzania and Uganda.
- Drive the integration of Maximo, LogDash and warehouse management processes to ensure accurate and efficient inventory transactions.
- Develop and implement warehouse procedures for receiving, storage, preservation, inventory control, issuance and returns of materials.
- Support the mobilization and integration of the Integrated Logistics Service Provider (ILSP) into EACOP systems, processes and governance.
- Ensure inventory accuracy, material traceability, data quality and compliance with company standards and audit requirements.
- Review and optimize material preservation practices and storage conditions in accordance with OEM recommendations and industry best practices.
- Provide technical support for spare parts management, warehouse readiness and operational transition activities.
- Train and coach EACOP and contractor personnel on warehouse processes, inventory management and system utilization.
- Monitor KPIs, identify improvement opportunities, and provide regular progress reports to management.
- Act as the focal point between Supply Chain, Maintenance, Operations, IT and the logistics contractor for warehouse and inventory-related matters.

EACOP is committed to ensuring that the health, safety and welfare of workers, communities, and the environment are well addressed and managed. Therefore, the employee is mandated to:

- Fully complies with Company H3SE (Health, Safety, Social, Security & Environment) policies and Life Saving Rules.
- Actively participates in HSEQ and promotes this culture to co-workers.
- Remains vigilant and maintains continuous awareness of potential unsafe conditions.
- Communicates to management any HSE related concerns and ways to improve them.

- Maintains a workplace & workspace that is safe, clean, and always neat – practice good housekeeping.

Education & Qualifications

- Bachelor's Degree in Supply Chain, Logistics, Engineering, Operations Management or related discipline..

Requirements

- Minimum 15 years of experience in warehousing, inventory management, and supply chain operations.
- Proven experience implementing Warehouse Management Systems.
- Strong experience with IBM Maximo inventory processes.
- Experience integrating enterprise systems and operational workflows.
- Experience in Oil & Gas, Mining, Energy, EPC, or large industrial projects.
- Experience managing multi-site warehouse operations

Characteristics

Technical skills

- Warehouse Management Systems (WMS)
- Inventory Management
- Material Master Data Governance
- Logistics Operations
- Process Mapping
- KPI Development
- Training & Coaching

Driving Licence

Not Required

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