



Fluvia is a young international logistic enterprise specialized in the intermediation, development and execution of transport and storage of mineral oils, edible oils en chemicals. Fluvia's fleet of over 50 inland tank barges is based in Rotterdam, Basel and Hamburg. Our division Peacock owns almost 1,500 tank containers for leasing all over the world. Fluvia's activity in storage comprises tank terminals in Rotterdam and Basel. Antwerpen is the home of Fluvia Tanker Chartering. MaasRefinery in Rotterdam is Fluvia's edible oil toll refinery. Since the foundation of the company in 2004, Fluvia has shown a large and ambitious growth which will be proceeded in the coming years.

Assignment and candidate profile

Within Fluvia's centre of excellence, the "Peak Performance Centre", several projects are running to maintain and improve the efficiency of our fleet and operation. Fluvia is looking for a Junior Management Assistant to expand this team to perform the following tasks:

- Support of the realization of the operational data base for the operational and technical management and performance of the fleet.
- Communication with software suppliers.
- Surveillance of the subcontracting and delivered products and services
- Knowledge centre on the data base structure and analysis tools.
- Data base maintenance.
- Implementation (testing, validation, education and correcting) of the data base for all users (technical and logistic managers, people on board of the ships).
- Day to day support on several projects about the operation of the fleet (purchasing, information, etc).
- Registration and analysis of the gasoil consumption, costs and prices.
- Coordination of the quarterly issue of Fluvia's magazine Piz sPeak.
- Management of ad hoc promotional actions.

This management assistant has a technical background (EngSc) and has affinity with IT/data base systems and technical-economical models. He or she can speak and write the Dutch and English language fluently. German is preferred. He or she is a starter or has experience up to 1 or 2 years.

Hours: 40/week
Station: Rotterdam

For information and application:

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