

Join one of the largest employers on the island and be part of the new bus service!

Cyprus Public Transport is now seeking to recruit:

Assistant Area Manager

The Role

The Assistant Area Manager will ensure his/her daily presence on the company's transport network to control and check the smooth running of the service and communicate any execution issues that might arise in the transport operations under his/her responsibility.

Key responsibilities include but are not limited to:

- Assisting the Area Manager in managing the team within the depot ensuring smooth two-way communication at all levels.
- Ensuring compliance with legislation, policies, and procedures.
- Promoting excellence in the provision of all services by sustaining high service levels of services and maximizing revenue.
- Reviewing reports and KPIs to identify trends and propose solutions that can help improve the overall planning, execution, and cost-effectiveness of the service.
- Controlling the daily transport operations, taking care of and solving incidents and circumstances that occur in the area he/she manages.
- Liaising and cooperating with the team present in the Bus Station, Planning Department, and Control Room to ensure that service levels are maintained.
- To ensure that the personnel under his/her responsibility carry out quality controls of services.
- To safeguard compliance with the norms and policies for Health and Safety, Risk Prevention, Data Protection, Quality, and Environmental Control within the sphere of his/her duties.
- Guarantee that bus and driver resource plans are implemented cost-effectively including all necessary leave plans for all departments.
- Cooperating with the Area Manager in any tasks and ad-hoc projects as deemed necessary.

Requirements:

- Be in possession of a Bachelor's degree in Transportation and Logistics Management, Business Administration, Engineering or Urban Planning, or related fields.
- Advanced experience with Microsoft 365 package, especially Excel.
- 3 years' experience in the Operations or Logistic or similar departments.
- Supervisory or Management experience will be considered an asset.
- Possess leadership skills to inspire and guide the team.
- Results-oriented, analytical, organized, and methodical.
- Strong problem-solving skills and thrives under challenges.
- Excellent communication skills. Proficient in English and Greek languages.
- Continuous improvement mindset. Out-of-the-box thinking.

What we offer:

- An attractive remuneration package.
- 21 days paid annual leave.
- Provident Fund contribution after successfully completing 6 months of employment.
- Performance Bonus.
- Private Health Insurance coverage.
- Continuous training.

- Career development opportunities.

Interested candidates are kindly requested to submit their interest and CV by e-mail to the Human Resources Department on hr@publictransport.com.cy quoting the reference AAM/CPT/0224.

All applications will be treated in strict confidence.

Please note that only successful candidates will be contacted.