

Executive- Maintenance/Operations

Company Overview:

Originated from England, Gweebarra Bakery Industry Ltd. started its journey in Bangladesh in 1984. By enhancing European standard quality and the idea of British bakery, presently the organization is running across Dhaka & Chattogram with by the elegant Brand COOPER's Bakery Bangladesh. Apart from operating 38 outlets, Cooper's also maintains Cooper's express setups in different locations.

Job Context:

The role involves performing regular maintenance and troubleshooting of electrical, mechanical, and utility systems to ensure smooth outlet operations. The position requires field visits, emergency support, and coordination with outlet teams and vendors to minimize downtime and maintain safety standards.

Job responsibilities:

- Perform preventive and corrective maintenance of electrical and mechanical systems.
- Troubleshoot and repair electrical, lighting, and essential equipment.
- Respond quickly to outlet maintenance requests to reduce downtime.
- Ensure all systems meet safety and operational standards.
- Coordinate with vendors for specialized repairs when needed.
- Keep maintenance records and manage spare parts inventory.
- Support new outlet setups and equipment installations.
- Assist with renovations and expansion works.
- Follow company policies, safety rules, and compliance standards.

Additional requirements:

- Must be target oriented, and able to fulfill responsibilities.
- Ability to work independently and handle emergency breakdowns efficiently.
- Willingness to travel to different outlets as required.
- Ability to manage multiple maintenance tasks under pressure.
- Strong communication and coordination skills with team members and vendors.

Eligibility:

- Diploma/ B.Sc. in Electrical Engineering or equivalent from any recognized Institution.
- Preferably 1 to 2 years of experience.

Job Location: Anywhere in Dhaka. **Workplace:** Involves work in both indoor and outdoor.

Benefits:

- Salary: Negotiable
- Lunch: Fully subsidized.
- Provident fund
- T/A, Mobile bill
- Yearly 2 festival bonuses
- Salary Review: Yearly

Application Deadline:

July 21, 2026

Please send your resume to: ashraf@gweebarraltd.com

Please mention the position name “**Maintenance Executive**” in the subject line. Applicant must enclose his/her photograph with CV.