



Innovative Company Seeks High-Performing Director or Operations

Hiring Company: ClearBlue Technologies Group

Job Brief:

We are currently seeking a Director of Operations to join our Team. If you match the description below, we want to meet you!

You are... An experienced Director of Operations with relevant industry experience.

Who is... An outgoing, positive, congenial, open-minded, dedicated, passionate, well-spoken, and solution-oriented self-starter.

With a strong ability to... Connect with others on a human level, close the deal, and cultivate strong long-term relationships.

Who understands that... you will be a vital contributor to an executive leadership team that strives to innovate and deliver results.

What Success Looks Like in This Role:

Reporting to the Vice President, the Director of Operations manages day to day operations, program and project priorities, facilitates staff coordination, maintains accountability, and helps align various human and financial resources to achieve organizational goals. The Director of Operations ensures that efficient and effective operating systems are implemented, data and documents are maintained, organized and accessible, and essential analysis and reports are regularly produced to guide management decision making. The Director of Operations maintains general oversight of organization work plans, ensures that programs and projects are implemented according to plan, and provides structure to personnel and work flow to ensure effective operations. The Director of Operations helps to envision the future of CBTG by setting near term and long-term goals, and/or identifying strategic opportunities, taking and inspiring action to achieve goals. In partnership with the VP and management team, the Director of Operations will keep the CBTG strategic plan relevant and implement new processes and approaches to achieve it.

Perks

Virtual/remote environment: You have the freedom to work from wherever you want. The only requirements we have are that you have access to internet, a cell phone, and a laptop.

Competitive Compensation: Pay will be discussed in depth at the interview. Compensation is industry competitive.

RRSP Contribution Match: RRSP is a personal savings plan that lets you save for your retirement on a tax-sheltered basis. Includes employer match of up to 3%.



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Fitness Membership:

At CBTG we believe and promote a healthy lifestyle, if you already have a gym membership we'll take over the monthly payment and if you would like to join, just let us know.

Healthy upside: Quarterly bonuses based on targets achieved.

Paid Training: We also provide the appropriate level of job training for the position and are here to help you and see you succeed!

Responsibilities:

- Create organization and develop program budgets in collaboration with the President
- Improve operational systems, manage and increase effectiveness and efficiency of Support Services and staff
- Play a significant role in long-term planning and implementing policies/procedures that includes an initiative geared toward operation excellence
- Operational planning and strategy building
- Financial Management
- Managing the organizations' Human Resources
- Business development
- Management of suppliers, sub-contractors.
- Assist with Forecast and budget preparation; budget controls
- Drive and maintain a culture of operational excellence including Customer Service, Sales Support, Employee Performance Appraisals.
- Help obtain new project business and expand participation with existing project customers, through exceptional service, reliability and customer satisfaction.
- Responsible for overall business in the country including sales and operations
- Responsible for preparing the business models and proposals.
- Preparing responses to RFPs/RFQs/tenders and commercial negotiations
- Provide effective leadership by being actively involved in all programs and services, developing a broad and deep knowledge of all programs.
- Serve as the internal leader of the organization and manage day to day operations
- Ensure ongoing programmatic success and progress towards goals and outcomes
- Identify opportunities to leverage cross-program strengths to take advantage of new opportunities and/or address organizational challenges

Requirements:

- 3+ years' experience in Financial/Business Management
- Strong background in Finance
- Excellent computer skills and proficient in MS Office tools (Word, Power Point & Excel)
- Excellent verbal and written communication skills
- Able to demonstrate leadership and manage staff groups and major projects or initiatives
- Operate in a fast-paced environment



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- Delegate responsibilities effectively
- Previous telecom or construction experience
- Team player in every aspect
- Strong People Management and communication/interpersonal skills
- Self-Motivated with sound judgment and decision-making capacities
- Analytical and business process driven
- Ability to integrate tactics and drive process improvements
- Flexible, driven, committed and result oriented
- Strong organizational skills (prioritize, plan, assign, control)
- Proficient in reading, understanding and analysis of contractual requirements
- Ability to travel throughout Canada, USA travel if required

IF this is you, Apply Now:

You are truly passionate about learning and growing in your role, and don't know how to settle or live in a 'status quo' world. You're ready to really take ownership over your segment of business, collaborate with our team, and wake up each day ready to tackle the world.

Our Culture:

We are a fast-growing, energetic collaborative team of critical thinkers, self-starters and doers, with a high level of passion and pride in our work. We truly love working together and take pride in the fun, supportive, and enthusiastic culture we have built. We are a highly flexible and supportive team that communicates. We are also a collaborative group that continually works to improve our processes and business practices.

Our Core Values:

- ✓ Accountability
- ✓ Collaboration
- ✓ Innovation
- ✓ Communication

To apply, please send your application, with your name and favorite food in the subject line, to: acanez@clearbluetechgroup.com

To learn more about our company visit us here: <https://clearbluetechgroup.com>