



Operations Manager

JOB SUMMARY:

The **Operations Manager**: primary responsibility is the overall management, direction and coordination of plant, maintenance and distribution operations. The Operations Manager is responsible for achieving the performance result expectations of the site for Production Pounds Produced, EH&S, Operating Budget, Operating Equipment Efficiency (OEE) targets, Quality, Service, Inventory and Distribution, Waste Control, Government Regulatory Compliance (OSHA & EPA), Efficient Plant Shutdowns/Start-Ups and People. The Operations Manager drives continuous process improvements to achieve optimum operating efficiencies, pounds produced, lowest manufacturing cost, EH&S performance and positive labor relations. The Operations Manager has community contact / interaction with various civic groups, local government officials and regulatory agencies as required

JOB REQUIREMENTS:

- B.S. degree in Chemical Engineering.
- Minimum of 10 years of progressive experience in the chemical or petro-chemical industry.
- Working knowledge of Lean Sigma practices is preferred.
- Progressively responsible management experience.
- Computer skills a must, with knowledge of MS Outlook, MS Word, MS Excel, and MS PowerPoint. ERP knowledge and experience is a plus.
- "Change Agent" – experience / capability to foster and sustain cultural work environment change.
- Knowledge and experience working in environments utilizing Continuous Process Improvement, Six Sigma and Lean
- Management techniques while fostering a strong on-going commitment to EH&S.
- Knowledge of Federal / State EPA and OSHA compliance requirements.
- Knowledge of project management principles and practices.
- Knowledge of financial and accounting principles and practices.
- Strong management, organizational, planning, interpersonal and communication skills with the ability to plan and manage multiple priorities.
- Ability to clearly and effectively communicate with all levels of the organization and job site personnel.
- Experience working in a union environment is preferred.
- "Team Player" – Ability and experience successfully working with senior level functional peers to collectively drive policies, projects, culture change, etc. to achieve business/site goals and objectives.
- Successful experience working in a culturally diverse team environment.
- Strong oral presentation skills in small and large venues.
- Experienced interfacing and communicating with local government officials, regulatory officials and local media (a plus).
- Crises management experience.
- Essential physical requirements include: the ability to perform physical activities that require considerable use of arms and legs such as climbing, lifting, balancing, walking, standing, stooping, ability to climb stairs and ladders, lift or move up to 50 pounds occasionally and work and/or be exposed to all types of seasonal weather conditions in an outdoor environment.

DIMENSIONS:

NATURE & SCOPE:

The Operations Manager reports to the Director of Corporate Operations. The Operations Manager is responsible for the overall results of his or her facility. This involves effectively managing the manufacturing budget, assets, manufacturing headcount, budget, inventory, production output and people to achieve optimum results for the business.

The Operations Manager interacts on a regular basis with the key members of his or her operational team, functional Directors, Business Managers and the senior management team. External interaction includes government regulatory agencies, suppliers and contractors.

The Operations Manager primarily possesses and utilizes the key competencies of: Strategic and Analytical Thinking, Tenacity, Adaptability, Critical Information Seeking, Results Orientation and Concern for Standards.

Note: The Position Description is only an outline of the tasks, responsibilities and outcomes required of the role. The jobholder will carry out any other duties as may be reasonably required by his/her manager.

COMPETENCIES: (List the competencies associated with successful performance of the job)

Thinking Competencies:

1. **Conceptual Thinking:** Identifying key issues, seeing relationships and drawing elements together in broad, coherent frameworks.
2. **Strategic Thinking:** Taking the longer term into consideration and developing broad scale objectives.
3. **Innovativeness:** Generating original and imaginative ideas and solutions to problems.
4. **Analytical Thinking:** Logically breaking problems down into their essential elements; carrying out diagnosis and developing solutions.

Self-Managing Competencies:

1. **Ability to Learn:** Quickly understanding and applying information, concepts and strategies.
2. **Adaptability:** Maintaining effectiveness in different situations, environments and cultures.
3. **Flexibility:** Ability to alter behavior and opinions in the light of new information or changing situations.
4. **Self-Control:** Continuing to perform effectively in stressful and difficult circumstances.
5. **Tenacity:** Repeated and enduring efforts to overcome obstacles and/or to complete tasks.
6. **Thoroughness:** Seeking completeness and accuracy.

Influencing Competencies:

1. **Rational Persuasion:** Building persuasive arguments based on logic, data and the objective merits of the situation.
2. **Strategic Influencing:** Being aware of different forms and sources of influencing in choosing between different influencing strategies.

Achieving Competencies:

1. **Initiative:** Engaging in proactive behavior; seizing opportunities.
2. **Critical Information Seeking:** Gathering critical information from key sources to assist problem solving.
3. **Efficiency Orientation:** Looking for best use of resources.
4. **Concern for Standards:** Pursuing excellence in line with the organization's norms and values.
5. **Results Orientation:** Focusing attention on key objectives; wanting effective outcomes.

COMPETITIVE BENEFITS INCLUDING:

Medical, prescription, dental, bonus potential, matching 401 (k) up to 4%, vacation, 11 paid holidays, company paid life insurance. Salary will be commensurate with education, training, and background experience.

Please email resumes to resumes@doverchem.com with **Operations Manager Dover**, in the subject line.

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