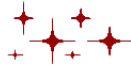


WestStar Group
Recruiting
Let us find your STARS



WestStar Group Recruiting is currently searching for a qualified Operations Manager. The Operations Manager will report into General Manager. This is an excellent opportunity for someone interested in growing with the company and with goals of advancing to higher –level management positions within 2+ years.

Duties and Responsibilities:

- Be a strong people leader that can build and grow the company culture within the organization, as well as integrating newly acquired teams.
- Be operationally minded to execute, end to end, on the playbook planned together with management.
- Perform most administrative tasks of branch dealing with answering calls, payroll, schedule deliveries, purchasing, following up with customers, ensuring all service tasks are completed timely, etc.
- Run meetings and coordinate the work and activities of others, inspiring the team to work together to accomplish tasks.
- Manage warehouse and inventory levels, ensure parts are in stock and that equipment is repaired and in ready condition for delivery.
- Oversee collections and service teams, ensuring service is maintained for all locations while maximizing profits for the company.
- Understand financial and budgeting processes and principles to find areas for improvement.
- Prioritize daily tasks while maintaining efficient communication, ensuring that all stakeholders receive support and responses quickly.
- Role will identify and implement projects, such as warehouse and inventory organization, route efficiency, and purchasing, among others.
- Implement continuous improvement initiatives throughout the operation, as well as ensuring that all are maintained after they are implemented.

Education & Experience:

- Bachelor's degree or MBA, ideally in business or a related field, is preferred
- 3+ years of experience in an operations role

Job Type:

- Base Salary + Bonus