## **Director of Operations**

• Job Code: OPS-530

• **Department**: Operations

• FLSA Status: Exempt

• **Job Summary**: Leads operational strategies, oversees daily activities, and ensures efficiency across departments.

## • Key Responsibilities:

- o Develop and implement operational policies and procedures.
- Monitor performance metrics and implement improvements.
- Coordinate cross-departmental initiatives to enhance productivity.

## Qualifications:

- o Bachelor's degree in Business Administration or related field; MBA preferred.
- 10+ years of operational management experience.
- Strong leadership and strategic planning skills.