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Operations Lead

The role

We expect the incoming Operations Lead to mostly focus on:

- Developing, implementing and managing FRI's operations processes and systems to ensure a high level of productivity and efficiency across the organization.
- Coordinating internal processes like performance reviews, quarterly OKRs, routine updates.
- Managing and maintaining financial infrastructure, including budgeting and annual returns.
- Ensuring the working experience at FRI is optimized for high performance.
- Working closely in support of the CEO and the board of directors to ensure key internal processes are in place.
- Formulating and owning strategic operational objectives.

Qualifications

The ideal candidate would have the following characteristics, but do not let this list prevent you from applying:

- Have high attention to detail and accuracy
- Ability to work productively in a self-directed (remote) environment
- Receptive to feedback and willing to provide feedback to others
- Comfortable in taking ownership of new challenges and learning new tools
- Previous work experience in operations, management or entrepreneurship

Submit application
