

## Group Operations Manager – Finance

### Description

Create, grow and maintain the efficiency of Group's organizational processes. The ideal candidate should you have a sharp business mind and proven success managing multiple departments toward maximum productivity. You'll be highly skilled in human resources, finance, and IT management. Additionally, you'll display a proven ability to develop and maintain an environment of trust, diversity, and inclusion within your team. Your ultimate responsibility is to increase our operational efficiency in all the group companies.

### Hiring organization

Headspace Global

### Job Location

Worcester, Western Cape

### Date posted

August 23, 2021

### Objectives of this Role

- Maintain constant communication with management, staff, and vendors to ensure proper operations of the organization
- Develop, implement, and maintain quality assurance protocols
- Grow the efficiency of existing organizational processes and procedures to enhance and sustain the organization's internal capacity
- Actively pursue strategic and operational objectives
- Play an integral part in driving the financial budgeting process
- Ensure operational activities remain on time and within a defined budget
- Track staffing requirements, hiring new employees as needed
- Oversee accounts payable and accounts receivable departments

### Responsibilities

- Lead, motivate, and support a large team within a time-sensitive and demanding environment, including setup and implementation of career development plans for all direct reports and problem resolution
- Manage timely data collection to update operations metrics to achieve productivity targets, reduce cost per unit, eliminate errors, and deliver excellent customer service
- Partner with cross-functional support teams in improving the proprietary tools and systems
- Collecting, interpreting, and reviewing financial information to deliver Management Accounting Reports
- Analyse costs, pricing, variable contributions, sales results and the company's actual performance compared to the business plans
- Work closely with legal and safety departments to make sure activities remain compliant
- Oversee materials and inventory management
- Conduct budget reviews and report cost plans to upper management

### Qualifications

- Preferably living in the Worcester region and involved in the farming community
- Effective communication in both Afrikaans and English
- Bachelor's degree in operations management, business administration, CIMA or related

- 2+ years' proven experience in an operations management position
- Multiple years of business, financial, account modelling and reporting
- Strong budget development and oversight skills
- Excellent ability to delegate responsibilities while maintaining organizational control of branch operations and customer service
- Highly trained in conflict management and business negotiation processes
- Strong IT skills, including database and ERP systems and development