



Example of Operations Planning Job Description

Powered by www.VelvetJobs.com

Our innovative and growing company is looking for an operations planning. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for operations planning

- Perform competitive assessments and develop strategic presentations as related to Digital Ad Sales Platform improvements
- Process improvement across planning and account management to drive efficiencies, improved analytics & documentation
- Develop work plans, form hypotheses, design and perform critical analysis and research under the guidance of the VP Planning to support GRC and BU strategic and operational decision making
- Synthesize conclusions and develop actionable recommendations to drive tangible business value
- Communicate findings and recommendations through development of near-final presentation material targeted to a senior executive-level audience
- These forums include, but are not limited to monthly GRC executive team meetings, GRC executive team off sites, employee forums, monthly division reviews, and other leadership meetings as needed
- Contribute to the agenda development for these GRC forums, working closely with the VP Planning to identify and prioritize topics
- Own development of content to be used in these forums when appropriate
- Collaborate closely with GRC executive team members and/or their designees to coordinate reviews of draft materials being prepared by others
- Contribute thought leadership to and support the development of the GRC strategic storyline and BU storylines as needed for the above forums the annual vision and strategic planning process (VSP), presentations to the

Qualifications for operations planning

- Ability to perform as an individual contributor, as a member and as a leader of a team is essential
- Must be able to lead cross-functional groups
- Must be willing to work flexible hours as required
- Ability to handle multiple tasks is desired
- Ability to prioritize tasks based on business need is preferred
- Must possess a high degree of personal organization