



Example of Site Operations Job Description

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Our company is growing rapidly and is looking to fill the role of site operations. 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 site operations

- Oversees the delivery of training, quality assurance, and operations in alignment with SOA Operations standards and the project's requirements and the site
 - Accountable for the coordination of Workforce management and Workforce Optimization with the site's operations
 - Ensures that the availability of all staff, resources, and services are effectively and efficiently delivered throughout the site
 - Establish and maintain a customer service centric culture at the operational site
 - Assists in the identification and implementation of innovative methodologies and process improvements to improve services and operations
 - Collaborate with SOA Operations VP and team to forecast capacity utilization and availability
 - See the big picture/think strategically
 - Accountable for the ongoing maintenance of the facility, ensuring that all technology, facility, and infrastructure is maintained in well working order
 - Develops performance goals and objectives with SOA Operations standards for assigned staff, and monitors the achievement of those goals
 - Performs timely reviews of staff and makes recommendations for pay raises, bonuses, and the awards program based on approved policies and procedures
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- Degree and/or Msc qualified in an engineering, technical or scientific discipline with extensive experience in a management role
- Good knowledge of manufacturing environments, ideally within the chemical sector however this is not essential
- Excellent leadership and people management skills with the ability to influence staff at all levels
- Strong EHS and Continuous Improvement background with the ability to influence and manage change
- Knowledge of applicable Italian and/or European legislation
- Proposes changes in policies and procedures to ensure contract compliance and improved processes and procedures compliance