

Position Title	<b>Operations Department Manager</b>
Date Posted	<b>01/16/2020</b>
Location	<b>Coppell, TX</b>
Dept.	<b>Operations</b>
Job Type	<b>Regular – Full time</b>

**What we offer:**

- A career as fulfilling as you want it to be.
- Energy to personally and professionally develop.
- All the tools and hardware needed to be successful.
- A brand of service unmatched in the Logistics industry with a reputation to match.
- A competitive compensation package
- 401K, Medical, Dental, Vision, Life benefits.
- Whole bunch of other perks too!

*\*Omni is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex (including pregnancy), sexual orientation, gender identity, national origin, genetic information, creed, citizenship, disability, and protected veteran or marital status.*

**Department Manager, Operations -****Job Duties & Responsibilities:**

- Manage Operations Department.
- Review and improve processes.
- Publish KPIs.
- Mentor staff.
- Manage Department scheduling and PTO.
- Establish Department goals with staff.
- Provide performance feedback to staff & communicate with team to resolve any staff issues.
- Find ways to improve Department efficiency.
- Solicit feedback from internal and external customers and ensure all negative feedback is addressed through process improvements, communication, etc.

**Knowledge/Skills Required:**

- Excellent Leadership skills.
- 5+ years experience in freight forwarding operations.
- 2+ years experience in managing people
- Medium to advanced Microsoft Office programs (Excel, Outlook, Word)