

Operations Manager (Work from Home)

We are looking for an experienced individual with an operations background to join our team in a leadership position. You will be working with a small team less than 6 contractors. You will be expected to work between 5 am to 1 pm Sri Lanka time, Monday to Friday. This is a work-from-home position.

Requirements

- Bachelor's Degree
- 10 years of proven experience in project management.
- Prior involvement in the development, drive, and implementation of business plans.
- Proven ability to coordinate production workflow and maintain day-to-day operations.
- Experience in development/growth in team members' skills.
- Good English written and verbal communication skills, strong problem-solving skills.
- High level of IT literacy
- Working with the team towards company objectives and deadlines.

Job Role

- Coordination, project planning, resource and budget management, and overall project administration.
- Ability to liaise with team members, customers, and contractors.
- Take ownership of systems, ensure the security of systems, plan and provide cost-effective solutions.
- Provide clear leadership, methodological guidance, and motivation to the team and direct them to achieve the company's expectations.
- Adherence to and participation in building company procedures and practices.

To apply, please submit your resume via email to hr@esperance.group

Also, include a brief cover letter detailing your suitability for this role.