



OYINS RESORT: A SUBSIDIARY OF OYINSINTERNATIONAL

OLD EPE GARAGE, IJEBU ODE OGUN STATE NIGERIA

ADMINISTRATIVE STAFF MEMBERS

Additional Roles

OPERATION MANAGER

Responsibilities:

Develop and implement operational policies and procedures to achieve organizational goals.

Contribute to the development of the overall business strategy.

Manage and allocate resources effectively, including personnel, equipment, and materials.

Optimize processes to improve efficiency and reduce costs.

Lead and motivate teams to achieve performance goals.

Provide guidance, coaching, and support to team members.

Monitor and ensure the quality of products or services.

Implement quality control processes to meet industry standards.

Oversee inventory management and procurement processes.

Build and maintain relationships with suppliers.

Plan, execute, and oversee various projects to achieve organizational objectives.
Monitor project timelines and budgets.

Facilitate communication between different departments and teams.

Collaborate with other managers to ensure organizational cohesion.

Identify and assess potential risks to operations.

Develop and implement strategies to mitigate risks.

Identify opportunities for process improvement.

Implement initiatives to enhance operational efficiency.

Requirements:

Bachelor's degree in business administration, operations management, or a related field.

2-3 years of relevant work experience in operations or a related field.

Previous managerial experience may be required.

Ability to analyze data and make informed decisions.

Strong problem-solving skills.

Effective leadership and team management abilities.

Ability to motivate and inspire teams.

Excellent communication skills, both written and verbal.

Ability to communicate effectively with various stakeholders.

Strong organizational and time management skills.

Ability to prioritize tasks and manage multiple responsibilities.

Familiarity with relevant technologies and software.

Understanding of industry-specific processes.

Ability to adapt to changing circumstances and priorities.

Flexibility in handling different aspects of the role.

Sound judgment and decision-making abilities.

Ability to make decisions under pressure.

Strong interpersonal skills to build and maintain relationships with internal and external stakeholders.

Benefits:

Competitive salary and benefits package. Opportunity to work in a dynamic and fast-paced environment. Career development opportunities within a growing hospitality company. Discounted hotel stays and access to hotel amenities. The chance to make a positive impact on the guest experience. If you are a highly motivated and customer-oriented individual with a passion for hospitality, we encourage you to apply!

To Apply:

Please send your resume and cover letter to [hr@oyinsinternational.com] We look forward to hearing from you!