

## Director of Operations

### Company Overview:

Colorado Industrial Recycling is a family owned and operated metal recycler in Colorado Springs ([https://www.youtube.com/watch?v=JjcJ9P\\_AXDw&t=2s](https://www.youtube.com/watch?v=JjcJ9P_AXDw&t=2s)). We aim to set the standard for our industry when it comes to ethics, fairness, and professionalism. We value individuals who want to contribute to our aim to be the most outstanding recycling company in Colorado. If you are simply looking for a job, you need not apply. We want applicants that want to work hard and are selective in the jobs they pursue. If you seek an employer that values integrity, mutual accountability, and long-term growth, we are the place for you!

### Responsibilities and Activities:

#### Receiving

- Oversee the receipt of scrap metal and other materials from both commercial and residential suppliers
- Manage the receipt of scrap vehicles
- Account for all material received

#### Processing

- Ensure material is identified, processed, and sorted correctly
- Manage staging areas to promote efficient use of space
- Enforce company procedures and environmental health and safety standards
- Oversee Wire Processing Division activities
- Make sure material is packaged securely and efficiently
- Verify all finished goods are entered accurately into the inventory system

#### Shipping

- Work with management team to ensure coordination between all departments involved in shipping
- Make sure load plans and staging activities are completed in advance of shipments
- Oversee loading activities to ensure procedures are followed and trucks are loaded efficiently
- Verify all shipping documentation is completed

### Personnel Management

- Directly supervise yard managers/supervisors
- Enforce all company rules and procedures are followed
- Seek employee retention by fostering a positive work culture

### Required Competencies:

- Experience supervising diverse teams
- Project management experience
- Foundational knowledge of regulatory requirements and best practices as they relate to workplace safety
- Ability to communicate effectively with ownership, managers, subordinates, customers, and other stakeholders.
- A capacity to learn on the job, including learning established procedures, building industry specific knowledge, and independently researching information when existing resources are not available.
- A high capacity for problem solving, demonstrating the ability to effectively identify root causes for failures and a diligence in implementing effective corrective action.
- Basic computer literacy
- Physical stamina to stand, stoop, and bend throughout an 8 hour shift.

- Ability to work outdoors in all weather conditions.
- Ability to lift 50 lbs. on a continuous basis throughout an 8 hour shift.
- Integrity and personal accountability; providing clear and accurate reporting regarding work activities, acknowledging mistakes and oversights, and taking ownership of any required corrective action.
- Must be 100% drug free.

**Preferred Competencies:**

- Foundational knowledge of lean management practices or equivalent operating models
- Work experience in production related operations
- Knowledge of metallurgy, vehicle maintenance, and/or wire and cable
- Experience operating forklifts, excavators, and other heavy mobile equipment
- OSHA 30 certification
- Experience operating under an environmental management system (EMS)
- A positive, upbeat, personality. A sense of humor is always a plus.

**Compensation and Benefits:**

- Position starts at \$80,000.
- Opportunities for continual pay increases based upon established development goals.
- Benefits valued at up to \$8,553 a year in Medical, Dental, and Vision, PTO, sick pay and a matching 401K.
- The chance to join a triple-bottom-line business, with industry leading environmental accountability, health and safety practices, customer service, and community involvement.