BestDrive National Operations Manager

**Your tasks**

The Operations Manager will oversee operations, overall store compliance, and will manage productivity and organizational effectiveness. They will be responsible for developing intra-office communication protocols, streamlining procedures, office staff supervision and task delegation. This position requires a professional who doesn’t mind wearing multiple hats. Experienced in handling a wide range of executive support related tasks and able to work independently with little or no supervision. Well organized, flexible and enjoy the administrative challenges of supporting a complex decentralized retail organization.

**Essential Duties:**

- Establish and monitor effective loss prevention and aged inventory management. Work closely with sales team to derive strategies that reduces unnecessary slow moving, aged inventory.
- Work closely with regional leadership teams to ensure efficient retail store operations. This includes (but is not limited to):
  - Audit front/back-office procedures.
  - In coordination with BestDrive HR, develop, schedule and conduct training for retail store operations, including accounting/admin, store managers, warehouse, etc. (ensure all training is well documented and tracked).
  - Work closely with Retread and Service Operations Manager to train and track employee training and certification programs for Retread and Service professionals.
- Provide additional focus on Supply Chain Management, inventory optimization, realizing the full-potential of transportation savings within the company.
- Develop Operational Dashboards that help monitor store performance of key performance indicators to meaningfully impact the business.
- Collaborate with other members of the management team including Human Resources, Sales, and Manufacturing.
- Address the strategic and tactical needs of the organization and implement the necessary changes.
- Understand financial reporting and have the ability to quantify business needs, costs/budgets and economic earnings.
- Forecast product inventory on a monthly basis to ensure availability.
- Monitor and analyze business on a continuous basis and implement any corrective action.

**Your profile**

**Required Qualifications:**
• Bachelor’s Degree in Business Administration or related field preferred
• 5+ years operations experience
• Working knowledge of Microsoft Office suite
• Refined ability to delegate responsibilities and provide leadership and training to key personnel
• Possession of key competencies, including conflict management, business negotiation, organization and decision-making
• Advanced written and verbal communication skills.
• Must be able to pass a background check including employment history, SSN verification, criminal history, etc.
• Must be able to pass a drug test

Preferred Qualifications:

• 7+ years’ experience in the tire industry
• 5+ years’ experience managing and leading people
• Experience in Commercial Tire Retail Operations; multi-unit experience a plus
• Retread tire knowledge

Legal authorization to work in the U.S. is required. We will not sponsor individuals for employment visas, now or in the future, for this job opening.

Our offer

Work Environment & Physical Requirements

• Work hours are generally 7-5 Monday – Friday. Saturday and evenings as needed; may have little to no advance notice.
• This position operates in all types of indoor and outdoor work environments, therefore exposure to heat and cold is to be expected.
• While performing the duties of this job, employee is regularly required to stand, bend, climb, lift and walk.
• Required to handle hazardous materials and wear various forms of protective equipment (safety shoes, gloves, protective eyewear, etc.). Comply with OSHA regulations and safety requirements.
• Required to lift 50-75 lbs. routinely; may be required to occasionally lift up to 100 lbs. individually.
• 25 – 50% travel throughout the country is required.

Why you should apply:

• Immediate Benefits
• Paid Time Off
• Employee Discounts
• Employer 401(k) Match
• And more benefits that come with working for a global industry leader!

EEO-Statement:

EEO / AA / Disabled / Protected Veteran Employer. Continental offers
equal employment opportunities to all qualified individuals, without regard to unlawful consideration to race, color, sex, sexual orientation, gender identity, age, religion, national origin, disability, veteran status, or any other status protected by applicable law. In addition, as a federal contractor, Continental complies with government regulations, including affirmative action responsibilities, where they apply. To be considered, you must apply for a specific position for which Continental has a current posted job opening. Qualifying applications will be considered only for the specific opening(s) to which you apply. If you would like to be considered for additional or future job openings, we encourage you to reapply for other opportunities as they become available. Further, Continental provides reasonable accommodations to qualified individuals with a disability. If you need assistance in the application process, please reply to Careers@conti-na.com or contact US Recruiting at 248.393.5566. This telephone line and email address are reserved solely for job seekers with disabilities requesting accessibility assistance or an accommodation in the job application process. Please do not call about the status of your job application, if you do not require accessibility assistance or an accommodation. Messages left for other purposes, such as following up on an application or non-disability related technical issues, will not receive a call back.

Ready to drive with Continental? Take the first step and fill in the online application.

About us
BestDrive, a wholly owned subsidiary of Continental, is quickly becoming the top choice among commercial trucking fleets for our high-quality products and exceptional service. BestDrive Commercial Tire Centers specializes in providing fleet customers with innovative tire solutions including award winning Continental and General Tire brand products, innovative commercial solution products such as ContiPressureCheck, and a wide array of multi-brand truck tires to address all market segments. Since our founding in 2012, we presently have 25 locations throughout the United States and continue to rapidly expand our footprint throughout the country.