



Job Description

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Job Title Head of Operations	Job Location Arusha	Category Operations
Job Type Full Time	Job level Head of Department	Industry Renewable Energy

Open to Expatriates
Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Renewable Energy: 8 Years
Secondary Industry -	Primary Category Operations: 4 Years	Secondary Category -
Certificate -	Qualification -	

Summary

The incumbent will drive strategy implementation, lead and develop a new business planning function by providing cohesive and comprehensive strategic planning, process management and reporting across the business. The successful individual must demonstrate strong previous experience in a planning function of role

Responsibilities

- Provide the business with performance reports on all key KPIs,
- Prepare weekly and monthly performance presentations for Commercial Reviews,
- Track, measure and evaluate all key KPI's of new product launches,
- In liaison with HODs, forecast, plan and monitor the country's OPEX and budget,
- Work closely with the BI team to ensure that all reporting requirements are taken into account,
- Manage, coach and develop a highly motivated team of analysts,
- In conjunction with HODs, drive and own business processes, policies and documentation,
- Ensure training needs for various functions of the organization are met for seamless process alignment,
- Track and ensure implementation and compliance to organization policies,
- Provide Group office with updates on the Department's initiatives and performance outcomes,
- Support the country teams in developing and implementing strategies and initiatives by providing clarity to other departments, Channel Partners and the field sales team,
- Engage with various departments to get feedback on the business processes and seek opportunities to drive improvements,
- Provide leadership on warehouse and logistics strategy and follow through on performance and

KPIs

- Strategy development and implementation
- Timely and accurate reporting
- Budget and OPEX Optimization

Education & Qualifications

- Between 5 – 8 years of experience in operations and or business analysis
- Relevant undergraduate degree from a recognized university,

Requirements

- Demonstrated success in a business analytics, commercial finance, business operations, or similar role,
- Ability to understand high-level business strategies, translate them into system and process requirements, and ensure local execution and business impact,
- Highly Analytical and demonstrated ability to extract key business insights through data analysis,
- Computer proficiency, especially competency with Microsoft Office (Excel, word & PowerPoint), experience with data visualization tools e.g. tableau or power BI is an added advantage,
- Superior verbal and written communication skills, with an emphasis on tact and diplomacy,
- Self-starter (ability to work independently) with good prioritization skills,
- Business driven, people focused, with exceptional influencing skills; excellent organizational, project management, multi-tasking, presentation and time-management skills,
- Highly detail oriented,
- Passion for social enterprise and people

Driving Licence

Not Required

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