

Operation Manager

The Operations Manager's primary responsibility is to plan and supervise the day-to-day operations in our Propane Department. This includes, but not limited to, managing product inventories, sales and service activities while maintaining margin and customer relationships.

Full Job Description

- Hire and train as needed to ensure adequate personnel is on hand to provide the safe delivery of propane while providing outstanding customer service
- Tank set service and maintenance management
- Maintain proper inventory levels at all storage facilities
- Implement cross-training of employees to always maintain productivity
- Clean work sites and maintain tools and equipment
- Review and manages vehicle, employee, and DOT compliance to prevent out of compliance issues
- Manage margins to maintain profitability
- Train staff to help customers locate, choose, and buy products
- Ensure prompt service and high level of customer satisfaction
- Contract and Manage summer fill and winter gallons

Education and Experience

- High School diploma required
- Past field work in the propane retail business desired
- CTEP certified a plus
- Tank maintenance experience is highly preferred
- Must possess a valid Class A or B CDL or willing to obtain
- Must have valid Hazardous materials endorsements or willing to obtain
- Must have a working knowledge of DOT safety requirements
- Exceptional communication skills
- Ability to provide leadership through coaching and mentoring with a focus on customer service

Benefits

- Medical, Vision and Dental Insurance
- Company paid Life Insurance
- Paid vacation time, sick leave, and paid Holidays
- 401(k) contributions with employer matching
- Bonus Program
- Company Profit and Sharing
- AD&D, Short/Long Term Disability available
- Employee discounts