

# Career Opportunity

## OPERATIONS MANAGER



Deh Tai Limited Partnership is the economic development arm of the Fort Nelson First Nation. Under this umbrella is a group of companies that consist of Qualicum Bay Holdings GP Ltd., Nelson River Outfitters, Dene Gravel Pits GP Ltd., Liard Hot Springs Lodge, Fort Nelson Hotel, Eh Cho Dene GP Ltd. and Deh Tai GP Ltd.

### **Deh Tai GP Ltd. is seeking to hire an Operations Manager to join our team.**

The Operations Manager will serve as a business partner to the General Managers of the employees overseen by the Deh Tai Limited Partnership and will share responsibilities for creating and sustaining a productive workforce. This Operations Manager will have a positive, diplomatic personality with a strong interpersonal skill and the desire to apply principles consistently and fairly. The Operations Manager will possess superior relationship building skills and will work together with the managers and diverse teams. This position will report to the CEO of Deh Tai Limited Partnership.

#### **MINIMUM QUALIFICATIONS**

- ♦ Mature individual of professional presentation with an education certificate in a related business field required
- ♦ Minimum of 5 years of work experience in business development field
- ♦ Demonstrated ability to meet strategic economic/business development objectives
- ♦ Demonstrated ability to manage business processes of an organization
- ♦ Proven Project management skills
- ♦ Thorough knowledge of the methods and procedures used in the successful development of economic organizational growth
- ♦ Demonstrated ability to undertake financial analysis of business models and business proposals.
- ♦ Demonstrated ability to have a positive impact on business results
- ♦ Effective interpersonal and organization skills and ability to work with people at all levels
- ♦ Effective communication skills (written, verbal, presentation)
- ♦ High level of proficiency with Microsoft Office suite – Word, Excel, Outlook, PowerPoint – and Adobe required
- ♦ Successful completion of a criminal record check
- ♦ Valid Class 5 Driver's Licence

*A full job description is available at the email listed below or at the Lands Office Building at Fort Nelson First Nation.*

#### **APPLICATION INSTRUCTIONS:**

Competition will remain open until **April 1, 2019**.

**REMUNERATION:** The rate offered to the successful applicant is pending certification(s), knowledge & experience. Kindly forward your cover letter and resume to:

Cheri Bourgoin  
HR & OHS Manager  
cheri.bourgoin@dehtai.com

*We Thank all individuals for applying, but only those whose applications clearly demonstrate meeting all the requested minimum qualifications will receive a reply.*