

AFI International Group, Inc., Canada's Premier Crisis Management Company.

Are you a leader? Do you possess strong organizational skills? How about strong communication skills? If so we are looking for you!

AFI International Group is currently seeking an **OPERATIONS DIRECTOR**. This is an excellent opportunity to grow with the North American premier crisis management company. We are currently seeking an individual who is interested in growing and facing the challenges of taking their career to the next level along with making a difference every day.

ABOUT AFI

AFI International is recognized as the leading specialist in crisis management and response by governments and corporations throughout North America. Its expertise and customized solutions bring elite security, risk management, business continuity and investigative services to every industry during normal business operations and in times of crisis.

Through its unique "umbrella of services," AFI is a single source provider when planning for and responding to disruptive incidents such as labour disputes, protests, workplace violence and natural disasters.

AFI's service offerings include:

- **Crisis Management and business continuity planning and review**
- **Strike preparation, management, and evidence gathering**
- **Executive Protection**
- **Replacement or supplemental workers**
- **Turn-key food and logistical support**
- **Premium security resources**
- **Corporate investigations**

For more information on our company, visit www.afi-international.com.

In addition to being a dynamic operations leader who takes full ownership of the projects and people under their direction, the position will involve the following:

- Providing leadership in organizing and managing multiple projects, managers and personnel across North America
- Drive project management. Successful mobilization of people, equipment and resources to crisis situations, on short notice.
- Manage performance, logistics and critical path issues to maintain service schedule
- Manage project team members in forecasting, monitoring and controlling project progress
- Client relationship management

- Contribute to short and long-term organizational planning and strategy as a member of the management team
- Continuous operations system review, development and implementation
- Consistent operations billing review of expenses, payroll, equipment
- Annual budget preparation, review and compliance
- Professional development and training of staff
- Monitoring and measurement of an ongoing recruitment plan
- Oversee mobilization and demobilization of jobs
- Site surveys to determine equipment and personnel needs
- Monitor compliance of policies and procedures
- Evaluate and monitor equipment needs

Requirements:

- Minimum of 2 years of prior experience in operations/logistics management
- Prior experience in mobilizing people & equipment to multiple locations an asset
- post secondary degree or relevant experience
- Knowledge of project management including planning, organizing, delegating, evaluating & time management.
- Experience in managing five or greater direct reports.
- Understand health safety, human resources and industry regulations.
- Ability to make rapid critical decisions
- Computer literate with a working knowledge of Microsoft Office, Microsoft Project Management a plus.
- Ability to travel nationwide at short notice
- Must possess a valid passport
- Excellent written and verbal communication skills
- Proven experience in directing, developing and motivating staff
- Demonstrated leadership and vision in managing groups and major projects.
- Excellent interpersonal skills and a collaborative management style.
- Team Player, represent company in a professional way
- Experience in giving presentations and meeting with corporate level executives

- High comfort level working in a diverse environment
- Must be able to work in the office on a daily basis when not traveling
- Able to work odd hours including nights and weekends when projects require.
- Pass a criminal background check and drug screening, have a valid drivers' licence

This position requires a mature individual who can handle multiple tasks, high levels of stress, work in a fast paced changing environment, be a leader, communicate with all levels of personnel and who possesses the knowledge and time to properly manage the job.

We are offering an above industry standard pay scale r year, a benefit package including vacations, holidays and continuing education.

For immediate consideration please submit your resume. Only qualified candidates who meet the job qualifications will be considered.

All resumes are to be sent to the attention of Rosy Sethi by email to rsethi@patriotsource1.com

“NO PHONE CALLS, PLEASE!”