



PanelClaw, Inc.
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Director of Operations

Direct Report: CFO, PanelClaw/Esdec
Work Location: North Andover, MA
Type: Permanent, Full Time, Exempt
Opening: Immediate

PanelClaw:

At PanelClaw we have assembled a team of exceptional individuals working as engineers, sales, designers, marketers, supply chain specialists, and business leaders. [What makes PanelClaw great](#) are the people behind the titles. We feed off each other's energy and direct our passion toward the goal of accelerating the adoption of PV worldwide.

Working closely together to [share ideas and challenge ideas](#)-- enables us to routinely come up with [the best ideas](#). We value the mutual respect of being passionate about what we do and for being easy to do business with.

Job Description:

PanelClaw, an Esdec Company, a leading manufacturer of Solar PV Mounting Systems, is looking for a dedicated, hardworking, passionate Director of Operations. This position will provide overall management to the Operations Team which consists of Supply Chain, Planning, Account Coordinators and Logistics.

Essential Functions:

- Manage supply chain, logistics, and sales operations groups to run effectively and efficiently
- Develop and manage department staffing plans
- Develop and manage optimal department processes and procedures
- Develop, manage and report customer satisfaction metrics
- Maintain expert knowledge of all PanelClaw product lines and competitive positioning
- Develop standards and goals for quality, cost and lead time improvements and review manufacturing partner quality assurance procedures and guidelines
- Oversee existing manufacturing partner relationships
- Develop and maintain internal quality assurance procedures and guidelines
- Collaborate with engineering to maintain all manufacturing related technical documents
- Oversee overall performance of manufacturing, supply chain, planning and distribution activities

- Implement profitable short- and long-term programs and processes to optimize workflow
- Review and approve plans to control budget spending, labor efficiency, material efficiency, including introduction of new manufacturing capabilities and products.
- Travel may be required

Job Requirements/Qualifications:

- BA/BS degree Operations Management/Supply Chain
- Minimum 5 years of experience in Operations at a management level

Ideal Personal Characteristics:

- Excellent verbal and written communications skills
- Strong supply chain management knowledge
- Conflict resolution and problem-solving skills
- Ability to take responsibility and manage multiple priorities within a fast-paced environment

Compensation:

- Competitive salary based on relevant professional experience
- Fringe benefits package includes medical, dental and vision insurance, 401(k) plan, and paid vacation
- Opportunities for professional development and career advancement

Submission Application Requirements:

- Submit resume and cover letter to jobs@panelclaw.com

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

PanelClaw is an Equal Employment Opportunity employer. No employee or applicant for employment will be discriminated against on the basis of race, color, religion, age, sex, sexual orientation, national origin, ancestry, disability, military or veteran status, genetic information, gender identity, transgender status, marital status, or any other classification protected by applicable federal, state, or local law. This policy of Equal Employment Opportunity applies to all policies and programs relating to recruitment and hiring, promotion, compensation, benefits, discipline, termination, and all other terms and conditions of employment. Any applicant or employee who believes they have been discriminated against by the Company or anyone acting on behalf of the Company must report any concerns to his/her Human Resources

Business Partner, Legal, or Compliance immediately. The Company will not retaliate against any individual because he/she made a good faith report of discrimination.