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*total instrumentation and control systems engineering solution provider*

Date: **December 16, 2011**

Position: **Operations Manager**

Location: **Co. Cork, Ireland**

PACIV, a global instrumentation, control systems integration and regulatory compliance engineering firm with offices in Puerto Rico, United States, UK and now Ireland, servicing BioPharmaceutical, Medical Device, F&B and Utilities clients, is looking for an Operations Manager for its Ireland office. Aside from managing all the technical responsibilities for automation project delivery, this lead role within the local office requires full management of local operations. Additionally, this person will drive business development, build relationships with our clients, execute the strategic business objectives and become the liaison with the global business directors. This role reports to the Vice-President of Operations for the European region.

Job Description:

The Operations Manager will be responsible for overall company results of the Irish office and will be a key driver behind implementing the Ireland expansion and leading the execution of our global strategic business objectives at a regional level.

The Operations Manager is responsible for the management and supervision of the office and all its daily operations. This also includes executing the needed business development efforts to attract automation projects. At the same time, the Automation Manager will be responsible for implementing innovative strategies and tactics on a continuous basis to augment employee's engagement. They will also have the Human Resources, Accounting, Communications and Operations groups reporting to them.

They will ensure that existing Human Resource systems are properly followed and executed including recruitment, performance management, resource planning and employee development.

At the same time, the Operations Manager will be responsible for all technical aspects of the system development life cycle for automation projects delivery within biopharmaceutical, medical device, F&B and utilities projects. This includes conceptual design, control system (DCS, PLC/SCADA) procurement, programming, panel fabrication, installation, start-up, commissioning, operations and maintenance.

The Operations Manager will be responsible for maintaining the most valuable asset in the company, our human capital. We are a specialized service firm in Instrumentation & Controls (I&C) and the value we create and provide to our clients is generated by our employees. As such, the engagement of the employees is directly responsible not only with their commitment and quality of service and productivity but also with the success and growth of the company.

This position leads the execution of our unique business model (customer intimacy) of three interrelated services (instrumentation, control systems, regulatory compliance) provider as a turnkey solution or independently. It will also lead our organizational culture, vision, and values, which guide the decisions and actions of the leaders and other employees.

PACIV is a proven business operational for over 14 years, with average yearly sales of \$12.5m, and total sales in the last 14 years of over \$135m. We are recently operating a contract of over €10m in Ireland for the next 2 to 3 years and intend to expand our local revenues to €15MM.

If you are interested in taking your technical knowledge and experience through an entrepreneurial journey and create, capture and sustain value for yourself, our employees and clients as well as the Ireland community by taking a “glocal” company to the next level within Ireland, please send us your CV.

#### Position Responsibilities/Essential Functions

- Lead the PACIV business strategy and business model by identifying, prioritizing, and building organizational capabilities, behaviors, structures and processes for Ireland operations
- Manage office general administration including budget, human resources management, recruiting, accounting
- Responsible for the business development efforts
- Full P & L responsibility for the business
  - Develop and deliver annual budget
  - Full responsibility of PACIV Operational KPI's
- Communicates all financial and strategic plan updates to the Directors and employees
- Coordinates that all local company resources are working together to achieve business objectives
- Ensures and lead the execution of policies, programs, and standard operating procedures to ensure associate needs are being met through quantifiable practices to include positive associate relations, compensation application models, validation of goal setting, career development, and cross-training
- Maintain compliance with all legal requirements and government reporting regulations related to employment and other applicable requirements
- Coach and assist field leaders to lead through and facilitate project execution within organizational culture. Exhibit leadership in implementing PACIV's structured methodologies that support organizational initiatives
- Maintain a focus for self, team and customer base on continuous, ongoing learning that will enhance skill set and growth opportunities
- Responsible for overseeing the local communication strategy
- Work closely with business directors, local employees and clients to ensure successful execution of business operations and project
- Oversight control system projects and its implementation, manage automation team leaders
- Manage the development, testing and installation of control system projects for highly automated, complex, high volume 24/7 validated production environment.
- Lead full automation systems development life cycle (SDLC) deliverables
- Responsible for all Quality & H&S processes and systems within the organization
- Adopt responsibility for the project management of control systems and software based projects across a cross functional multidiscipline team environment
- Participates on and lead project teams, provide technical support and make informed decisions on hardware and architecture selection
- Monitor and analyze opportunities for the development of new or improved tools for process improvement activities
- Identify and lead cost and technical improvements under the departments' continuous improvement program
- Prioritize multiple tasks while working to tight schedules
- Lead and actively participate among cross-functional teams to ensure projects are delivered on time and to required quality standards

## Requirements

- Education: Bachelor's degree in engineering (preferably Electrical or Chemical). MBA or MS preferred, but not a requirement
- Work Experience:
  - Fifteen (15) years minimum related experience in control systems, instrumentation and regulatory compliance with strong knowledge and hands-on experience of control system design, programming, commissioning, qualification (C&Q) and validation (CSV) in the regulated industries (biopharma and/or medical device)
  - Knowledge and experience of API, Bulk Chemicals, Fill Finish, Parenterals, Dry Products, Utilities and F&B processes and technologies
  - Experience with full business accountability
  - Proficient with team leadership and results driver
- Desired Hard Skill Sets:
  - Strategic Planning and implementation for control system projects within regulated environment
  - Control Systems design, programming and start-up
  - Instrumentation and regulatory compliance experience
  - Knowledge of Automation Systems Development Life Cycle (ASDLC) project deliverables such as Functional User Requirements, Detailed Design Specifications, Design Qualification (DQ), Validation and Test Planning, Development and Execution (C&Q/CSV, Installation Commissioning (ICO) and Automation Commissioning (ACO), Loop Checks, Final Reports, SOP's), programming/configuration (PLC, SCADA, DCS), start-up and commissioning
  - Develop, debug and validate Control System software programs
  - Knowledge of Alarm Management, Data Historian, OEE
  - Business development and network proficiency
  - Overseeing Innovation and "Glocal" business model
- Desired Soft Skills:
  - Manages for Results
  - Deals well with uncertainty and pressure
  - Strong analytical and problem-solving skills
  - Works well with others, and is able to delegate
  - Result driven and self-motivated
  - Excellent team leadership, coaching skills
  - Excellent communicator (verbal and presentation)
  - Organized

## Other Requirements

- Location: Cork, Ireland
- Travel: 30-40% of the time, mostly throughout Ireland, 10%-20% other PACIV offices and Europe clients

## Compensation

- Competitive Salary, Benefits Package and Profit-sharing plan

### **Please send your resume to**

Via email to:  
[pacivireland\\_operationsmanager@paciv.com](mailto:pacivireland_operationsmanager@paciv.com)  
RE: Operations Manager PACIV-Ireland

Via mail to:  
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