

# Technical Operations Manager Job Description

---

- Develop and implement health and safety policies to ensure a risk-free and safe work condition
- Conduct risk assessments to analyze risks and operational hazards
- Oversee the hiring, training, and monitoring of technical operations staff
- Ensure technical equipment and machinery are operational and efficient
- Organize training programs to educate technical operations personnel on standard operating procedures
- Oversee the provision and supply of select raw materials and products for a technical process
- Build and maintain good working relationships with clients in order to maximize patronage
- Oversee the implementation of HR policies and procedures when performing job duties
- Produce periodic reports to update company management on progress of operations
- Mentor and motivate a technical team to put in their best effort to improve level of performance
- Ensure compliance with all company policies and procedures when performing job duties
- Conduct annual staff appraisals and assessments to determine staff training needs
- Liaise with other departmental heads to plan and implement action plans for improved technical operations
- Maintain an up-to-date knowledge of technical processes, functions and requirements.