

# Operations Director Job Specification

Cognition Energy is looking for an Operations Director to join its leadership team and help drive the growth of the company. You would be involved with developing strategy and responsible for running the company and our continued expansion. The role is hands-on and would suit an experienced operations manager looking to make the next step in their career.

Cognition is committed to world-class cell testing, enabling the delivery of safer and more reliable batteries, quickly. With over 600 channels, our testing services are used by automotives, gigafactories and pack developers to engineer better cells and packs. We also sell our patented CellPod product via distributors to engineers and scientists in academia and industry who want more accurate and flexible testing.

This is an interesting and varied role which would see your involvement in running the cell testing service, development and production of our CellPod product and further expansion into new areas. The company offers a competitive salary, 25 days annual leave.

## What you'll do:

- Join the leadership team and act as deputy to the CEO
- Formulate strategic and operational objectives
- Help the company grow. Supervise expansion of our facilities, assets, team and projects
- Manage design and execution of building fit outs as part of our expansion
- Recruit, train and manage staff, including a small dynamic team that reports to you
- Manage budgets and forecasts, examine financial data and use it to improve efficiency
- Ensure all operations are carried on in an appropriate, cost-effective way
- Improve operational management systems, processes and best practices
- Plan inventory and oversee purchase efficiency
- Perform quality controls and monitor production KPIs
- Find ways to increase quality of customer service
- Help the company to promote high morale and communicate operating policies, customer issues and safety measures
- Help the organisation's processes remain legally compliant

## What you'll have:

- Operations experience of minimum 5 years with companies that are providing technical services or production as a service
- Technical knowledge/background, ideally with a degree in engineering or science
- A can-do attitude and creativity to get things done, with the ability to work in a small, start-up organisation
- Experience managing a small team
- Experience with data interpretation and financial planning
- Excellent organisational & interpersonal skills
- Resourcefulness and flexibility to handle a range of tasks while working as part of a team
- Ability to work calmly under pressure, to prioritise and to manage a varied workload
- Data-informed decision making
- Critical thinking and a problem solving attitude

## What you'll get:

- To join a motivated team, in a great environment
- Annual salary of £70,000 - £85,000, dependent on experience
- The opportunity to join the company share option scheme and benefit from the spoils as the company grows
- 25 days annual leave plus bank holidays
- Up to 6% contribution to pension scheme
- BBQ's in the summer months & team socials
- The opportunity to join our Electric car scheme through salary sacrifice
- Private medical insurance
- Flexible Monday to Friday working hours
- Continuous training and professional development opportunities

## Additional Information

- Full time position (on-site), 37.5 hours a week
- To apply please email your CV & Cover Letter to [jobs@cognitionenergy.uk](mailto:jobs@cognitionenergy.uk)
- Company Website: <https://cognition.energy/>

## Location:

Cognition is based in a beautiful countryside setting, with free parking, just outside Didcot, Oxfordshire. Local amenities include local shops, a pub and easy access to the A34.