



November 20, 2019

## **DIRECTOR OF OPERATIONS**

### **THIS IS US.**

Speak is an innovation leader in payment solutions with several divisions.

**Speak Health:** benefits, incentives, and rewards (disbursement and redemption) for Medicare Advantage plans, Medicaid programs, Commercial programs, and employers

**Speak Engage:** directed spend for suppliers and brands looking to direct marketing funds back into their brands

**Speak Care:** physical and digital delivery of disaster relief aid and recovery supplies for nonprofits

### **IS THIS YOU?**

We're looking for a strong Director of Operations who's ready to help take us to the next level. If this is you, you can execute company strategies like a pro, optimizing growth like never before. You're a well-spoken, passionate leader. You take responsibility and initiative in client and project management. Solving problems and making decisions are in your comfort zone right alongside executive-level communication. While you're an analytical thinker who's tech-savvy and process-oriented, you also excel at maintaining strong third-party relationships. A deep understanding of how to deliver on their business needs drives you.

### **THE ROLE**

If the above sounds like you, read on for the Director of Operations' responsibilities.

- Supports leadership by implementing company growth strategies

- Responsible for delivering on client's objectives from concept to completion

- Understands and delivers on both our and our client's business needs

- Leads and influences cross-functional teams

- Builds and maintains trusted relationships with clients and vendors

### **CRITICAL SKILLS**

- Proven experience in project and client management

- Leads with passion, drive, and awareness

- Ability to lead multiple cross-functional projects at one time

- Excellent communicator internally and externally—at all levels

- Strong knowledge base of technology and analytics

- Process-oriented with a passion for process improvement

- Great computer skills



## **REQUIREMENTS**

Bachelor's degree in business, communications, retail, or related fields

Master's degree preferred

Experience in payments, healthcare, technology, consulting, or Fintech

## **BENEFITS**

Paid holidays

Paid vacation

Healthy living benefits

Health insurance

## **CULTURE**

Speaks's culture values working hard, giving back, having fun and staying open to new ideas. At our core, we're all about people—hiring the best talent and making our clients and partners feel special. We're small, energetic, and growing, so you'd have the opportunity to stand out and shine. You could count on us to help develop your skill set and take your career to new heights.