Director of Operations – Job# 8572

Manage building and lab operations of College of Polymer Science and Polymer Engineering (CPSPE) while supporting the strategic plan under the direction of the Dean of the College in concert with the policies and procedures of the University. Maintain and oversee proper operation of College’s facilities. Assure the College’s compliance with laboratory and facility safety programs. Supervise the daily work activities of reports. Develop and maintain College level service charges/invoicing. Provide solutions for facility requirements and problems. Initiate and assure completion of required repairs, renovations, and upgrades. Interface with administrative and functional units throughout the university including safety, information technology, capital planning, facilities, and the equivalent operations staff in other colleges. Will provide direct supervision as a first-line supervisor over 3 or more exempt and/or non-exempt staff.

This position requires a relevant Bachelor's Degree and a minimum of six years’ experience in facility and laboratory management preferably in higher education or industrial research. Prior experience in management of a complex research facility, understanding of safety regulations, and understanding of requirements for international level research environments required. Supervisory experience and abilities required.

A relevant Master's Degree, and/or OSHA certification is preferred.

The internationally recognized College of Polymer Science and Polymer Engineering consists of two departments (in five buildings), 40 research active faculty members, two associate deans responsible for assisting the Dean with the academic and research activities, 30 staff members and contract professionals, 320 graduate students, and about 40 research scientists.

The University of Akron (www.uakron.edu), positioned to be the premier public research university of northern Ohio, is one of the largest universities in the state with an enrollment of approximately 28,000 students in over 200 undergraduate and graduate majors. Over the past ten (10) years, the University has engaged in extensive capital investment to develop and upgrade world-class facilities for academics and student life.

For complete information and to apply visit: http://www.uakron.edu/jobs. Referring to the Job# above.

When submitting the online application (link listed above) please be prepared to attach a resume and a cover letter that expresses the candidate’s interest in the position.

Review of materials received will begin January 5, 2015 and continue until the position is filled.