



DIRECTOR OF OPERATIONS



PORT CORPUS CHRISTI®

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People Move Our Port!

Port Corpus Christi (PCC) is currently seeking a dynamic individual to assist with the long term strategic mission of the PCC relative to operations. The qualified individual will lead the areas encompassing Dock and Rail, Bulk Materials, Harbormaster and Maintenance. PCC offers dockside loading and unloading capabilities, heavy lift capabilities, three Class 1 railroads (BNSF, KCS and UP) and leading edge vessel traffic systems.

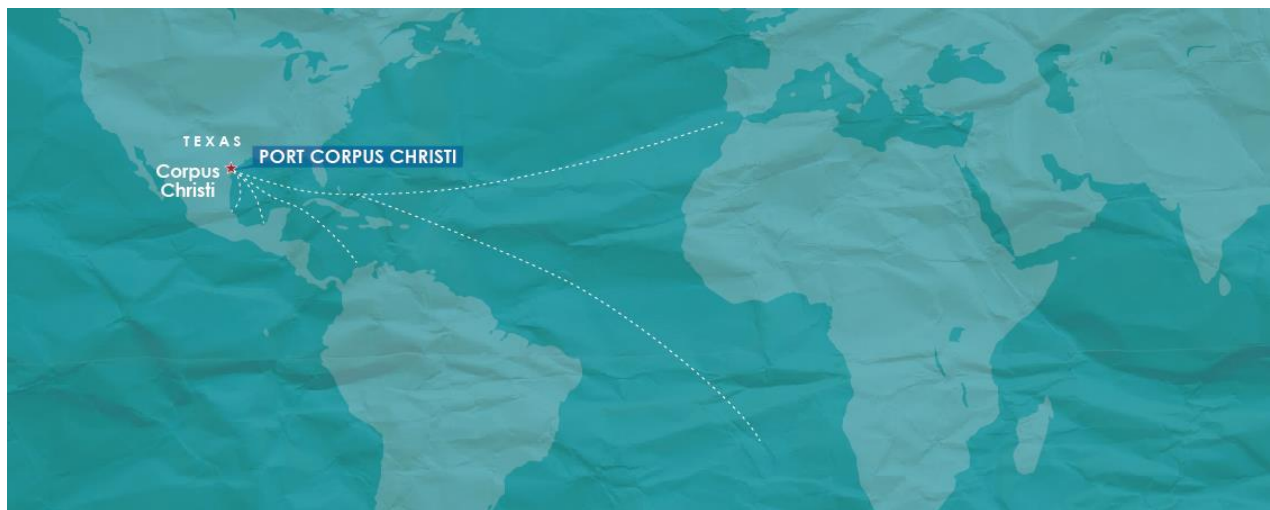
It is the mission of Port Corpus Christi to leverage commerce to drive prosperity. The Port's vision is "To be the energy Port of the Americas." As the **5th largest Port in the United States in total tonnage**, Port Corpus Christi, handles the goods of the world, from petrochemical to agriculture, and from wind components to iron. PCC is protected by a state-of-the-art security department, with a full police force and PCC operations are guided by the Environmental Management System, ISO 14001, providing environmental awareness and protection of assets. PCC is governed by a seven member board with appointees from the City of Corpus Christi, Nueces County and San Patricio County.

Who We Are

- Over 100,000,000 tons of Cargo in 2014 & 2015
- 66,000 Port related jobs with 200 + Employees
- \$319 Million State and Local Tax Revenue
- 22,000 acres
- Public Corporation and Texas Political Subdivision
- 10-Year \$1 Billion Capital Investment Project

In the Last Decade

- Diversification of Cargo
- Operating Revenues of Nearly \$90 Million
- Total Assets \$435 Million
- Capital Expenditures in Port Infrastructure \$261 Million
- Environmental Investments \$20 Million



The Corpus Christi Region

Corpus Christi is a coastal city in South Texas with a temperate climate and friendly people. The region, affectionately referred to as the Coastal Bend, features miles of shoreline and abundant outdoor recreational opportunities. Cultural and culinary delights abound with numerous festivals, entertainment venues and fresh seafood! The Corpus Christi area hosts millions of visitors annually. A strong local workforce is bolstered by exceptional higher education opportunities at Texas A&M University Corpus Christi and through the Del Mar College System. With a metropolitan area of nearly half a million people, Corpus Christi is a city packed with modern amenities and traditional comfort.

POSITION PROFILE

Under the general supervision of the Chief Operating Officer, this position is responsible for PCC operations and assists with the long-term strategic mission of the PCC and its facilities. The Director of Operations:

- Leads, oversees and is responsible for the activities of the Rail and Dock, Bulk Terminal, Harbormaster and Maintenance Departments.
- Primary liaison with Aransas-Corpus Christi Pilots Review Board and primary interface with Aransas-Corpus Christi Pilots Association.
- Participates in and makes recommendations regarding the long-term operational goals of the PCC, including optimization of assets.
- Develops and implements ongoing budgets, policies, procedures and major capital projects/programs for all assigned programs.
- Develops and coordinates integrated programs for various commodities and customers, and develops marketing strategies and changes in tariff rules in collaboration with Business Development.
- Evaluates organizational staffing needs and implements changes to assure effective and efficient utilization of assigned personnel; makes change recommendations when necessary.
- Coordinates shipments of cargo with shippers, domestic transportation lines and ocean shipping lines, and coordinates with Corpus Christi Terminal Railroad (CCPN) regarding operations; serves on CCPN board.
- Oversees asset management program in cooperation with Real Estate, Environmental, and Engineering Departments
- Collaborates and keeps open lines of communication with department heads and key personnel to ensure continual, safe, environmentally responsible operations are performed.
- Provides guidance and effective leadership to the functions of the Operations Managers and staff. Maintains good employee relations and assists subordinates with problem resolution.

- Regularly reviews the progress of work in the department and directs meetings.
- Manages, supervises, evaluates, promotes and disciplines assigned staff, and recommends promotions and increases.
- Adheres to PCC policy and ensures supervised staff does same.
- Develops and maintains an effective department through proper selection, training, and assignment of personnel.
- Functions in pre or post-disaster preparedness as an essential employee.

While performing duties, this position regularly requires sitting, speaking or hearing, using hand to finger movements; occasional standing, walking, reaching, stooping, kneeling, lifting and/or moving up to 20 pounds; working an average of eight hours per day, Monday through Friday, some weekends, holidays and evenings; use of personal vehicle and the ability to work or enter into restricted areas utilizing TWIC credentials.

CANDIDATE PROFILE

The preferred candidate for this position should be a results-oriented leader with a demonstrated track record in the management of multiple facilities and in long-range goal planning. The Director of Operations is expected to be a resilient individual with exceptional verbal and written communication skills who can work effectively with PCC stakeholders, including PCC Commissioners, Senior Management, Tenants, Customers, PCC staff and the Community. They must convey superior professional standards and unyielding integrity and be comfortable working in a deadline-driven and demanding environment. Requirements for the position include:

ESSENTIAL SKILLS

Education & Credentials:

- Bachelor's Degree in Business or related field
- Ability to obtain and maintain a Transportation Worker Identification Credential (TWIC) during course of employment.

Experience:

- Experience interviewing, training and mentoring staff to meet ongoing challenges and to strengthen the Division.
- A history of successfully managing and working with people from diverse backgrounds and areas of technical expertise.
- A history of creating effective working relationships across functional lines.
- Effective collaboration, partnership and problem-solving skills.
- Proven ability to implement programs or practices designed to enhance service and value.
- Effective business communication utilizing correct English including spelling, grammar and punctuation.
- Hands-on management approach with strong technical knowledge and presentation skills.
- Proficiency with personal computers, including word processing and spreadsheet applications.
- Prior Port or Public Sector experience desired.
- At least ten years related management experience.

Job Knowledge:

- Familiar with the inner workings of relevant agencies, including solid current relationships with executive decision makers.
- Understanding of port facilities with knowledge of and strong contacts within the port community to facilitate the development of strategic relationships.
- Thorough knowledge of the theories, principles and practices of management.
- Knowledge of organizational and management practices and methods, including goal setting, policy and procedure development and implementation.
- Broad knowledge of the principles, practices and techniques of effective employee supervision, including instructing, training, planning, delegating, motivating and evaluating of work/performance required.

- Knowledge of interpersonal and public communications techniques.
- Wide knowledge of Port infrastructure and public work projects desired.
- Knowledge of administrative practices and policies related to budget, personnel and cost control required.
- Knowledge of the principles and practices of contract administration and compliance preferred, along with effective negotiation principles and techniques.

TECHNICAL SKILLS

- Strong analytical skills, with a solid customer service orientation, a history of effective partnerships, problem-solving and consensus building, and the ability to fit well within an energetic and dedicated team.
- Ability to plan, direct, coordinate and review the work of subordinate personnel.
- Ability to guide and train staff in work procedures and techniques and provide for their professional development.
- Proficiency in MS Office, including Word and Excel, Outlook, and other related applications.
- Ability to operate standard office equipment and drive a lightweight highway vehicle to meetings and work related events. A valid driver's license required.
- Strong leader and problem-solver with a collaborative style of effective management.

Management

- Strong manager of people who is capable of motivating and energizing staff, and with a hands-on approach and willingness to lead by example.
- Ability to prepare clear, concise financial and non-technical reports, notes, correspondence and other written materials and to review, revise and edit materials.
- Ability to define issues, perform research, evaluate alternatives and develop sound,

independent conclusions and recommendations.

- Ability to work well within a fast-paced environment, tight deadlines, and a multitude of projects and changing priorities.
- High-level organizational and planning skills; ability to set priorities, take initiative and exercise sound independent judgment.
- Ability to understand, interpret, explain and apply PCC policies and state and federal laws related to all aspects of operations.



COMPENSATION & BENEFITS

Our employees enjoy a fabulous benefits package including:

- Competitive salary paid bi-weekly
- Texas County & District Retirement System (TCDRS) Retirement Plan
- 457 Deferred Compensation plans
- Flexible Spending Account
- Low cost Health, dental & vision insurance with on-site wellness program
- Life insurance and Long-Term Disability plans
- Paid leave (vacation/sick/bereavement)
- Ten paid holidays
- Auto Allowance
- Educational Assistance Plan
- Health Club Benefit
- Tuition Reimbursement
- Passes to local venues, such as the Texas State Aquarium and the USS Lexington Museum

Salary commensurate with experience. Limited relocation assistance may be available.



APPLICATION PROCESS

Interested and qualified candidates are encouraged to apply online at www.portofcc.com or by contacting Workforce Solutions of the Coastal Bend at (361) 882-7491. Applications and resumes must be received by the PCCA Human Resources Department on or before Friday, Sept. 30, 2016.

PCC leadership will review submittals and only the most highly qualified candidates will be invited for a meeting to further discuss the Director of Operations position. The successful candidate will undergo a background investigation and must be ELIGIBLE TO OBTAIN a Transportation Worker Identification Card (TWIC) in accordance with 33CFR101.514.

PCC is an Equal Opportunity Employer

