



DIRECTOR OF OPERATIONS



PORT CORPUS CHRISTI®



DIRECTOR OF OPERATIONS

Port Corpus Christi (PCCA) is currently seeking an astute and thorough professional to be responsible for PCCA operations, assets and facilities, and to lead the areas encompassing Dock & Rail, Bulk Materials, Harbormaster, Safety and Maintenance. PCCA offers dockside loading and unloading capabilities, heavy lift capabilities, three Class 1 railroads (BNSF, KCS and UP) and leading edge vessel traffic systems.

DIRECTOR OF OPERATIONS

- Leads, oversees and is responsible for the activities of departments listed above
- 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 PCCA, 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
- 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 as needed
- Coordinates shipments of cargo with shippers, domestic transportation and ocean shipping lines
- Coordinates with Corpus Christi Terminal Railroad (CCPN) regarding operations and serves on CCPN board
- Oversees asset management program in cooperation with Real Estate, Environmental Planning & Compliance and Engineering Depts
- 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 coaches assigned staff; recommends salary increases for assigned personnel
- Adheres to all PCCA policies, promotes and adheres to the SEAPORT values, maintains good employee relations and encourages and fosters a helpful environment where teamwork prevails
- Develops and maintains an effective department through proper selection, training, and assignment of personnel
- Functions in pre- and post-disaster preparedness as a Tier 1 employee, serves in a position within the Incident Command structure as assigned by the Incident Commander and completes respective National Incident Management System (NIMS) required courses
- Drives vehicle as necessary and follows proper safety precautions when operating vehicles, equipment, or handling of any materials



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 PCCA stakeholders, including PCCA Commissioners, Senior Management, Tenants, Customers, PCCA staff and the Community. They must convey superior professional standards and unyielding integrity and be comfortable working in a deadline-driven and demanding environment.

ESSENTIAL SKILLS

EDUCATION AND CREDENTIALS

- Bachelor's degree in Business or related field, or equivalent work experience
- Ability to obtain and maintain a Transportation Worker Identification Credential (TWIC) during course of employment
- Good driving record with valid driver's license

EXPERIENCE & JOB KNOWLEDGE

- 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, areas of technical expertise, and of creating effective working relationships across functional lines
- Effective collaboration, partnership and problem-solving skills with extensive interpersonal and public communications techniques
- 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
- 10+ years related management experience
- 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
- Wide knowledge of Port infrastructure and public work projects desired
- Knowledge of administrative practices and policies related to budget, personnel and cost control
- Broad knowledge of principles, practices and techniques of effective supervision (instructing, delegating, motivating, evaluating, planning, and training) of work/performance
- Knowledge of the principles and practices of contract administration and compliance preferred, along with effective negotiation principles and techniques



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ESSENTIAL SKILLS CONT'D

TECHNICAL & MANAGEMENT SKILLS

- Strong analytical skills, solid customer service orientation, history of effective partnerships, problem-solving and consensus building, and ability to fit well within an energetic and dedicated team
- Ability to plan, direct, coordinate and review the work of subordinate personnel and 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 attend meetings, work and participate in related events.
- Customer service oriented with the ability to fit well within an energetic and dedicated team
- 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 and apply PCCA policies, tariffs, SEAPORT values, state/federal laws

ESSENTIAL PHYSICAL JOB FUNCTIONS

- Ability to perform essential job functions, including but not limited to, sitting, speaking, hearing, hand to finger movements, standing, walking, reaching, stooping, kneeling, lifting and/or moving up to 20 pounds, with or without reasonable accommodation
- Ability to work in a general office environment, with some exposure to the elements when visiting worksites
- Ability to operate standard office equipment and drive a lightweight highway vehicle to meetings and work-related events
- Ability to work the requisite hours to fulfill position objectives, including evenings, weekends, as needed



COMPENSATION & BENEFITS:

Our employees enjoy a fabulous benefits package including:

Competitive salary paid bi-weekly	Tuition reimbursement
Texas County & District Retirement System (TCDRS) retirement system	Passes to local venues, such as the Texas State Aquarium and the USS Lexington Museum
457 deferred compensation plans	Paid leave (vacation/sick/bereavement)
Flexible Spending Account	Eleven paid holidays
Low-cost, high quality benefit package including health, dental & vision plan	Volunteer Time Off, Wellness Program & Health Club benefit

Salary commensurate with experience.

APPLICATION PROCESS

The Interested and qualified candidates may apply online at www.portofcc.com or by contacting Workforce Solutions of the Coastal Bend at (361) 882-7491. Applications and resumes must be submitted to the PCCA Human Resources Department on or before December 31, 2018, 4pm CST.

PCCA leadership will review submittals and the most qualified candidates will be invited for a meeting to further discuss the 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.



ABOUT PORT CORPUS CHRISTI

MISSION

Leverage commerce to drive prosperity

VISION

To be the energy Port of the Americas

WHO WE ARE

>100 million revenue tons in 2017 (4th in nation)

>85,000 Port related jobs with 200 + Employees

>\$335 Million State and Local Tax Revenue

Over 25,000 acres under management

Public Corporation and Texas Political Subdivision

10-Year \$1 Billion Capital Investment Project

IN THE LAST DECADE

Significant Diversification of Cargo & Customers

Operating Revenues of Nearly \$100 Million

Total Assets in Excess of \$700 Million

Capital Expenditures in Port Infrastructure exceed \$100 Million annually

Environmental Investments > \$25 Million

PCCA facilitates goods movement all over the world; from petrochemical to agriculture; from wind components to hot briquette iron.

PCCA is a recognized leader in environmental initiatives and stewardship

PCCA's Engineering Services Department is responsible for execution on over \$700 million in capital projects over the next decade.

PCCA is protected by a state-of-the-art security department, with a fully sworn police force

PCCA operations are guided by an Environmental Management System, ISO 14001, providing environmental awareness and protection of assets.

PCCA is governed by a seven-member board with appointees from the City of Corpus Christi, Nueces County and San Patricio County.



Corpus Christi is a coastal city in South Texas with a temperate climate and friendly people. The region features miles of shoreline and abundant outdoor recreational opportunities, numerous festivals, entertainment venues and culinary options. 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, the city is packed with modern amenities and traditional comfort.