

About the Company:

Since opening our doors in 2008, Social Imprints has been the go-to Promotional Products vendor for many of the bay area's leading tech companies. We are not only passionate about the products we sell but about enriching the community we serve.

At Social Imprints we provide higher paying professional jobs in sales, marketing, graphic arts, customer service, accounting & production/warehouse management to recovering addicts, individuals on/off public assistance, veterans of the military, underrepresented minorities and those undereducated/underemployed.

If you are in need of a second chance or want to work for a company that makes a real imprint on the community, Social Imprints is the place for you!

About the Position:

Social Imprints is looking for a Director of Operations to oversee all of the company's operations and teams including warehouse, webstore, accounting, HR, talent acquisition, production (in house screen printing) and purchasing. You will help take the operations of the company and the above-mentioned teams to the next level and create an infrastructure to handle the needs of large enterprise clients that spend between \$2M-5M per year. Currently Social Imprints is working mainly with small to mid size clients that spend between 100K-500K per year.

As the Director of Operations, you will have the opportunity to work closely with the CEO to create and scale programs that benefit the growth, culture, and engagement of the company and its employees. You will help create a continuous improvement training plan for each member of the team and administer the goals/OKR and bonus programs.

This is the perfect opportunity for someone who has at least 5-7 years of promotional products operations leadership experience and a passion to help others succeed.

We are looking for someone with the talent and humanity to create programs that impact our employees and the resourcefulness/flexibility to thrive in a highly dynamic and fast paced environment.

Responsibilities

- Oversee daily operations of the warehouse, webstore, accounting, HR, recruiting, production (in house screen-printing) and purchasing teams and team managers
- Create and execute business strategies, plans, and procedures for the operations teams
- Set comprehensive goals for performance and growth using KPI's and OKR's and aligning with company objectives
- Perform regular evaluations of operations team members and managers
- Write and submit reports to the CEO as requested
- Participate in the growth of the company (new products, services, training, and equipment)
- Manage relationships with partners/vendors
- Update and Manage the Health and Safety programs

About You:

- Must have at least 7 years of promotional products experience
- Must have at least 5 years of operations leadership experience
- Must have strong demonstrated project management experience
- Must have Proven track record as an operations leader in production, logistics and e-commerce
- Must possess strong written, verbal and interpersonal communication skills

Benefits and Compensation:

- An annual salary of \$120-150k DOE/DOQ plus bonus opportunities
- Benefit package: health, dental, employee assistance program, life insurance. 401k with company match. We also fund qualified employee support services, including counseling and tuition assistance.
- Employee Incentive Plan: We recognize employees who work hard and become an intricate part of our business by sharing our company's success with them. After 9 months FT employment, an employee may be eligible for participation in the Employee Incentive plan including profit sharing. In addition, all business matters, including salaries and financial documents, are conducted transparently.

Social Imprints is an equal opportunity employer. **We actively seek to hire and promote qualified applicants who are ex-offenders, recovering addicts, long term unemployed, veterans, etc.** All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or national origin.