

M&P OCCUPATIONAL GUIDELINE

JOB FAMILY: BUSINESS OPERATIONS MANAGEMENT Level F, Pay Grade 11

LEVEL DEFINITION	This level covers positions responsible for managing an assigned division in a complex business operation.
TYPICAL RESPONSIBILITIES	May include: managing the operations in assigned areas of a complex business operation; assessing business operations and recommending operational changes; developing and implementing support systems to improve efficiencies; and developing and implementing customized business performance measurement tools.
DECISION MAKING /LEVEL OF ACCOUNTABILITY	Makes decisions regarding the operational management of the division. Contributes to the development of strategic plans.
SUPERVISION RECEIVED	Works with full latitude. Work is reviewed in terms of achievement of operational goals.
SUPERVISION EXERCISED	Manages staff directly and indirectly through levels of subordinate managers.
MINIMUM QUALIFICATIONS	Undergraduate degree in a relevant discipline. Minimum of eight years of related experience, or the equivalent combination of education and experience.

Updated: March 5, 2013