

Van Manen Petroleum Group, a West Michigan based distributor of refined petroleum products, is seeking an Operations Manager - Fuel Management System to become an integral part of our team. The successful candidate will coordinate and oversee the daily operations of our Pacific Pride commercial fleet fueling franchise.

Responsibilities:

- Directly supervise customer service, accounts receivable, and part-time personnel
- Monitor and maintain the condition of equipment and property at fueling sites operated by the company while adhering to all regulatory requirements
- Manage customer database for accurate billing, accounts receivable, and inventory reconciliations
- Administer product pricing model to ensure sufficient profit margin while maintaining favorable customer relationships through competitive pricing
- Allocate resources and materials to meet project deadlines and manage special projects as needed
- Monitor, analyze, and appraise market conditions and competitor activities
- Assist in the annual budget planning process and regularly monitor business activity, profitability, and expenditures
- Continuously seek opportunities to improve profitability and reduce costs
- Assist in the development of company goals, objectives, and strategic plans

Qualifications:

- Bachelor's Degree in Business Administration and minimum of five years' experience in business management and supervision
- Previous experience in operations or other related fields (petroleum distribution and or retail petroleum sales a plus)
- Strong project management skills
- Proficient in Microsoft Office suite of programs
- Strong problem solving and critical thinking skills
- Strong leadership qualities
- Compensation based on background, education, and experience