



Corporate Health Solutions By Medwork

Organization: Corporate Health Solutions B.V.

Position: Operations Manager

Location: Bonaire

Hours per week: 36 - 40

Are you ready for a challenging and hands-on leadership role in the world of corporate health solutions? Corporate Health Solutions B.V. is seeking a dedicated Operations Manager to join our small but dynamic team. If you have the talent to keep the operational engine of our company running smoothly, with strategic insight and a passion for customer satisfaction, we want you on board!

About the Organization

Corporate Health Solutions B.V. is a leading occupational health service provider in the Caribbean region, based in Bonaire. We are passionate about supporting organizations on Bonaire in creating healthier, more productive, and happier work environments. Customer satisfaction and professionalism are our top priorities, and we aim to truly make a difference for our clients. We offer solutions in areas such as sickness absence management, insurance medicine, preventive medicine, medical examinations, and occupational health advice. Corporate Health Solutions B.V. has its office on Bonaire, with colleagues on Saba and Sint-Eustatius. It is a growing organization with ambitious goals. Our team consists of 7 colleagues, including an occupational physician, an occupational social worker, a labor expert, two occupational health nurses, and two operations support staff. Corporate Health Solutions B.V. is part of the Medwork Group (Medwork Caribbean N.V.), which has offices in Aruba and Sint Maarten. The Medwork Group comprises approximately 35 employees in total.

Job Description

As the Operations Manager at Corporate Health Solutions B.V., you play a crucial role in the daily operations of the company. You ensure that operations run smoothly by facilitating and supporting the

team as needed. You are the process owner for all the services we provide to our clients, ensuring that the right people are deployed for these services and monitoring the successful execution of them. In doing so, you also ensure the quality of our service delivery to clients. This is achieved, in part, by managing and optimizing our operational processes. Together with your team, you explore ways to make things more efficient and effective.

You maintain existing client relationships and establish new contacts to expand our services. You also prepare quotes and contracts to seize new business opportunities. A significant part of your work involves monitoring the company's financial results and providing periodic management reports to the CEO of the Medwork Group, to whom you report. To make the team as successful as possible, you coach, motivate, and support the staff so that they can reach their full potential.

What We Expect from You

In this role, we expect someone with a hands-on mentality who is willing to oversee various operational aspects. You have strong organizational skills to set priorities and ensure smooth daily operations. You must be able to communicate clearly with various stakeholders, both internally and externally, and effectively convey information. A proactive and customer-focused attitude is crucial. Additionally, we expect you to be able to translate the organization's vision into clear objectives and inspire the team to achieve these goals. Furthermore, we expect:

- HBO-level work and thinking.
- Experience in an operational leadership role.
- Commercial experience within a service-oriented organization.
- Knowledge and understanding of financial management.
- Active involvement in building and maintaining a network.
- Experience in leading, motivating, and developing teams and individuals in their roles and as professionals.
- Oral skills in Dutch and English, with Spanish and Papiamentu as a plus.

What We Offer

- Competitive salary and benefits.
- A dynamic role with a high level of responsibility and independence.
- A motivated team and an extensive network of professionals in the Caribbean region.
- A growing organization with ample room for your ideas and contributions.

How to Apply

Please send your application, including a cover letter, to hrm@medwork.aw. If you have questions or need more information about the position, you can contact Mr. A. Chin Kwie Joe (Interim Manager Bonaire) at +599 7962722 or a.chinkwiejoe@medwork.aw.