



Position Profile Summary

Position Details

Position Title: **Operations Specialist**
 # of Positions: **1**
 Type of Work: **Full Time, Part Time**
 Standard Work Hours: **Daytime, Evenings, Nighttime, Weekends**
 Urgency to fill Position: **To Be Determined**
 Direct Reports: **Not Applicable**

Career Level

Company Industry: **Transportation Services**
 Minimum Industry Experience Required: **less than 1 year**
 Position Field/Specialty : **Administrative**
 Minimum Field/Specialty Experience Required: **1 year**
 Desired Career Level: **Entry level**

Geographical Details

Position Location: **Hickory, NC**
 Importance of working onsite: **Very important**
 Relocation Offered: **No**
 Work at home position: **No**

Education & Licensing

Minimum Education Required: **High school graduate / GED**
 Required Licenses & Certifications: **Not Submitted**

Compensation

Estimated Annual Salary: **\$31,200**
 Estimated Annual Bonus Target: **Not Submitted**
 *** Compensation is an estimate and will depend, ultimately, on the candidates qualifications versus the desired business need.

Benefits

Medical Plan	Dental Plan	Life Insurance
Short Term Disability	Long Term Disability	Paid Vacation
Bereavement	Profit Sharing Plan	Retirement Plan (401K, 403B, DRPs...etc)