



Business Operations Manager

About PCX

Plastic Credit Exchange is the world's first global non-profit plastic offset program. Founded in the Philippines, PCX partners with sustainability-conscious businesses around the world to responsibly offset their plastic footprint and reduce the flow of plastic pollution into our landfills and oceans.

PCX has built a broad and growing ecosystem of carefully vetted collaborators that recover, process, and recycle plastic waste while continuously seeking out innovative, environmentally sound solutions for plastic waste reduction. PCX also supports environmental protection with programs that improve livelihoods and scale up social impact.

PCX has now established a complementary for-profit, technology-enabled credit Marketplace to accelerate global scale and impact beyond our current reach and provide a broader scope of services for our consumer, industrial, governmental and institutional ecosystem partners. This Marketplace will be cloud and blockchain-enabled, include a holistic toolkit for buyers and suppliers, and will incorporate a proprietary credit pricing algorithm that addresses the unique complexities needed to solve the plastic pollution crisis.

About the Role

As our Business Operations Manager, you will report to the Business Operations Lead and to the CEO of PCX Markets, and will be the driving force in developing and monitoring critical cross-functional business operations processes for the combined PCX teams, coordinating these efforts, and working closely with Founder, CEO, CPTO, and all other functional leaders in the company.

Key Responsibilities

Business Operations

- Design, establish and continuously improve overall business processes across sales, marketing, finance, technology to ensure scalability and effectiveness of the organization in alignment with strategic priorities.
- Monitor and improve data collection and traceability of operational tasks within the organization and with external partners and ensure accuracy and visibility through dashboards, metrics, and reporting.
- Source, build and maintain relevant program management tools to enable effective and efficient execution of business operations efforts.
- Organize and orchestrate well-structured, prioritized business operations team meetings to address ongoing business build and operational activities.

Competencies:

- Passion for sustainable impact to end plastic waste
- Bachelor's degree in business, operations, finance.
- Minimum 3 years of work experience in business operations, management consulting, finance functions, or strategy functions.
- Creative thinking skills and substantial knowledge of how to build and structure overall business operations such as order-to-cash, etc.
- Robust project management skills; ability to run multiple projects simultaneously in a fast-paced, entrepreneurial and complex technology-enabled enterprise-focused business
- Strong understanding of and ability to cultivate relationships and trust, orchestrate activities with senior leaders, partners
- Excellent presentation, speaking and written communication skills
- Familiarity with relevant program management, financial modeling and presentation tools generally available and utilized in the marketplace

For interested applicants, you may email your CV/resume to careers@plasticcreditexchange.com or mia@plasticcreditexchange.com