



Northern Business Manager

An excellent opportunity exists for a Northern Business Manager, based in our Darwin Office.

Working for a leading Australian Exporter of Livestock, operating through an extensive network of supply and market focused offices across the globe; the successful candidate must possess strong sense of responsibility and absolute integrity.

Reporting to the Northern Export Manager and working as part of a small fast-paced experienced team, you will be required to drive the meeting of administrative and financial targets, while providing leadership and direction to the operations division in Northern Australia. You will lead, direct and support operational staff while maintaining good employee relations that encourage productivity, motivation and positive morale.

Key responsibilities include, but are not limited to the following:

- Task delegation, running of meetings, team performance reporting and support;
- Shipment management, scheduling, government liaison, documentation, quality assurance & compliance;
- International relations & communication;
- Accounts payable, operational budgeting, month end duties, liaison with service providers and operational performance reporting.

The successful candidate will have:

- Excellent written and oral communication skills;
- Excellent personal presentation with a positive outlook;
- Excellent Microsoft office skills, particularly Outlook, Word & Excel;
- Ability to work autonomously and to stringent timelines;
- Ability to multitask & with strong time management skills;
- Excellent communication and interpersonal skill with the ability to successfully lead & develop others;
- Strong attention to detail and capacity to ensure all paperwork complies with industry standards;
- Strong business experience with the ability to manage costs across operations
- The capacity to work flexible hours (occasionally);
- Current driver's license.

Remuneration will be commensurate with experience.



Experience in the following will be highly regarded, but not essential:

- Team management;
- Operational Management;
- Administrative Management;
- Agriculture, Agribusiness, Commodity Export, Livestock.

Please only forward an Expression of Interest if you are committed to animal welfare and the sustainability of the Livestock Export Industry.

Please email your CV with cover letter to hr@austrex.com.au. The subject line should read "Northern Business Manager".

We regret to inform that unsuccessful applicants will not receive a response. We do appreciate your time and will be thankful to all applicants.

Equal Opportunity Employer.