

Chief Operating Officer

Operation & Leadership Team – Berlin, Germany

Chief Operating Officer

Envio is a technology services provider for building automation and automated indoor agriculture. Our customers are the largest utilities, property portfolio managers, and public/government entities on Earth. As a Chief Operating Officer you will be pivotal to the success and continued growth of our business and services as you will be responsible for the optimization of our people and processes.

We are looking for an all star who is passionate about startups and understands the needs at each stage of growth. You are passionate about processes and people and are able to communicate the needs of the business to shareholders and team members alike.

We expect you to have previous experience working with hardware, supply chain and logistics in addition to diverse skills in business. Our ideal candidate will have previous work experience in building automation, IOT, prop tech or other related industries. And has an understanding of Building Automation, Real-Estate, and the energy market, and is able to utilize their education and experience to create efficiencies with our current team and process.

At envio we are:

Collaborative - We believe teams solve big problems together

Resourceful - Workable solutions exist for every problem

Resilient - Try a dozen things a hundred different ways if that is what it takes

Disruptors - We invent things people didn't know they needed but can't live without

Pioneers - We take on complex challenges using new tools

Each one of our values is a part of our everyday interactions.

Responsibilities:

- Balance both small daily matters, as well as larger aims and strategies.
- Create process for all aspects of business, efficiently and effectively communicating to all internal and external shareholders.
- Establish policies that promote company culture and vision.
- Overseeing operations of the company and the work of executives
- Design and implement business strategies, plans and procedures
- Work collaboratively with CEO to set comprehensive goals for performance and growth
- Oversee daily operations of the company and the work of executives (Marketing, Business Development, People & Culture etc.)
- Evaluate performance by analyzing and interpreting data and metrics.
- Write and submit reports to the CEO in all matters of importance
- Assist CEO in fundraising ventures
- Participate in expansion activities (investments, acquisitions, corporate alliances etc.)
- Manage relationships with partners/vendors

- Operate in a systematic and organized approach.
- Brilliant communication and interpersonal skills, for dealing with many types of people at all levels in a direct diplomatic way, are essential.
- An understanding of client requirements needs at all levels of the organization.
- Experience as a leader and coach, proven ability to inspire, support and motivate your team, and always seeking to improve best practices.
- Have a natural creative flair and being full of ideas and energy to introduce new concepts and innovations would also be advantageous.

Minimum Qualifications

- Bachelor's or Master's in Business, Engineering or relevant field.
- 2-3+ years' experience as Chief Operating Office or relevant role
- Understanding of business functions such as Business Development, People & Culture, Finance, marketing etc.
- Demonstrable competency in strategic planning and business development
- Experience in fundraising will be a plus
- Working knowledge of data analysis and performance/operation metrics
- Working knowledge of IT/Business infrastructure and MS Office
- Outstanding organizational and leadership abilities
- Excellent interpersonal and public speaking skills
- Aptitude in decision-making and problem-solving
- Speak fluent business English.

Ideal Candidate

- Experience in the Building Automation, Building Management, or Energy fields.
- Have connections in the above fields which can be leveraged to increase success
- Speak German and one other major language such as French, Spanish or Chinese