

# **ADVERTISEMENT**

## **POSITION AVAILABLE**

**JOB TITLE:** Operations Director

**JOB LOCATION:** McAllen, TX

**JOB DUTIES:** Oversee the online and in-store commercial area, imports, domestic and international purchases, outbound and inbound port logistics, warehouse control and security, management, coordinate national and international trade shows, cost accounting, inventories, IT infrastructure and networks, alarm systems, and cameras. Use knowledge of wired and wireless intrusion security systems, including the management of multi-point applications, wireless links for point-to-point security systems. Review installations and technical services for the aforementioned antenna equipment. Schedule multi-point logistics, promoting, and generating a client portfolio at local, national, and international events for air-conditioning vents and chandeliers in cities such as: McAllen, TX; New Orleans, LA; Fort Lauderdale, FL; Miami, FL; Orlando, FL; West Palm Beach, FL; Las Vegas, NV; Guangzhou and Hong Kong, China. Oversee the import process from China, Vietnam and India to the United States, including quotations, tariffs, logistics, international transfers, and receiving. Create and analyze comparative charts for decision-making in purchasing together with the company's management. Oversee processing and generating ASHRAE 70 certifications for airflow discharge angle, and fan velocities for air-conditioning vents. Oversee processing and generating ANSI S12.51 noise-control audio test certifications for air-conditioning vents. The position requires intermittent domestic travel to Florida or Nevada approximately once per month for a duration of one week per trip, as well as international travel to China twice per year, with each trip lasting approximately two weeks.

**MINIMUM REQUIREMENTS:** Bachelor's Degree in Architecture and 24 months in prior experience in business or accounting position(s) with similar job duties. Intermittent domestic travel to either Florida or Nevada once a month for one week. International travel to China twice a year for two weeks each time.

**PLEASE REPORT OR SUBMIT A RESUME TO:**

Adryca Investments and Consulting, Corp.

Carlos Garza, General Director

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McAllen, TX 78501

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E-Mail: [adrycainvestments@gmail.com](mailto:adrycainvestments@gmail.com)

**NOTE: APPLICANT MUST HAVE PROOF OF LEGAL AUTHORITY TO WORK IN THE UNITED STATES.**