



Role	Operations Specialist
Type	Full-time, 40 hr/week (Internship, Winter 2024)
Rate	\$15.30/hr
Division	GrydPark
Location	Remote
Head Office	Winnipeg, MB

About Gryd

Gryd is a dynamic PropTech firm dedicated to building and implementing cutting-edge tech solutions for industry-leading real estate property managers, owners, and REITs.

At the forefront of our tech offerings is GrydPark, an all-in-one parking solution for property owners and drivers alike. Our Lot Management software helps property owners organize and manage their parking lots, while our Marketplace platform acts as the “AirBnb of Parking”, where property owners list parking spots for nearby drivers to find and book.

Explore our full tech stack at www.gryd.com

Role overview

Join GrydPark as an Operations Specialist and play a key role in optimizing our operations! Collaborate with cross-functional teams, contribute to product enhancements, and drive efficiency initiatives. The successful candidate, working 40 hours per week, will streamline processes and fuel GrydPark's overall growth.

What you'll be doing:

- Research Initiatives:
 - Analyze operations and suggest improvements for GrydPark.
 - Report findings to enhance our operational processes.
- Product Collaboration:
 - Work closely with the Operations team to identify and coordinate software improvements
 - Gather and discuss user experience feedback.
 - Contribute ideas for new product features to enhance user satisfaction.

- Operational Efficiency:
 - Monitor and analyze operational metrics to identify and improve processes.
 - Streamline inter-departmental processes through collaboration with other departments.
- Team Support:
 - Handle daily tasks to support the Operations team.
 - Assist in onboarding clients and researching potential clients.
- Team Collaboration:
 - Collaborate with the Operations team to set clear goals and objectives.
 - Be engaged in weekly team meetings with a solution-oriented approach.

Core competencies

- Leadership, team collaboration, and interpersonal skills.
- Problem-solving and analytical abilities.
- Strong communication skills.
- Organized with meticulous attention to detail.
- Positive attitude, strong work ethic, and quick learner.
- Flexibility to adapt to changing demands.
- Self-motivated with the ability to work independently.

Requirements

- Access to a computer with internet connection.

Why Gryd?

As a fast-growing start-up, we bring exciting energy to the office (or Slack channel) every day. We have a lot to do so you will make meaningful contributions as soon as you start with us. We are growing rapidly and that means there are a lot of opportunities to grow with us. We have a collaborative, team-first culture where we tackle challenges and celebrate wins together.

Apply now!

Submit your resume to hr@newmediamanitoba.com with the subject line "Gryd - Operations Specialist" to apply.