

Head of Operations

80-100%

CelsiusPro AG is an Insurtech company based in Zurich specialized in industrializing index insurance solutions to mitigate the effects of adverse weather, climate change and natural catastrophes. We aim to increase resilience against NatCat and adverse weather events, combine risk management with data science, simplify, digitize and automate the risk management process.

To support the growth and expansion of our company we are looking for a Head of Operations to maintain and further improve operational excellence. The role will manage all operational tasks across our three business lines: White Label Technology Platforms, Consulting and Weather Derivatives. You will be reporting to the CEO.

You will be responsible for the following tasks:

- Support CEO to run and oversee all day-to-day administrative and operational functions
- Run and oversee performance, quality control and other key metrics
- Run and oversee HR operations
- Support Management team in the execution of the business plan and the achievement of goals
- Write and submit reports to the CEO in all matters of importance
- Support the CEO in shareholder and BoD communication
- Coordinate / Support operations of subsidiaries companies

You have:

- Proven experience in leading operations in the insurance industry in an international context
- Understanding of relevant business functions within an Insurtech company
- Outstanding organizational abilities
- BSc/BA in Business Administration or relevant field; MSc/MBA is a plus

You are a team player with strong analytical and inter-personal skills. You are curious and bring passion, innovation and structure. You are solution and results oriented with the ability to manage multiple priorities and deliver in a structured and timely manner. You love working in an entrepreneurial environment of a young global 100 insurtech enterprise.

Candidates must have Swiss or EU citizenship or Swiss work permit.

We offer a dynamic and international working environment linking climate change risks, index insurance and reinsurance. In addition, you will have the opportunity to work with leading-edge technologies for geographical data analysis and big data. CelsiusPro is built on a data-driven, motivated, and talented young team. If you are open for a new exciting challenge, please send us your complete application including your cover letter and CV by email.

Contact: info@celsiuspro.com



CelsiusPro AG

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