

## Head of Operations

Ingressive provides curated market access for investors and corporates to enter and operate in the African market.

Our clients from the last year alone include Y Combinator, GitHub, 500 Startups, Techstars, New Relic, and more. This year we have also welcomed TechStars and [Geeks On A Plane](#) to Lagos, to highlight the growing number of investment opportunities in the tech-enabled space in Africa. Our travelers closed on 12 investments in the last year.

We have expanded our business offerings to not only assist investors and corporates to enter the African markets via our “Tour of Tech” market exploratory trips, but we now offer account services—which helps our clients create, manage and execute their Africa strategy cost effectively from our on-ground office.

The Head of operations will be an integral part of Ingressive, and will enjoy a broad range of assignments and responsibilities, coupled with the opportunity to learn about - and experience first-hand - the growth of the African technology ecosystem and the different stakeholders that make it work.

### What you'll do:

- Report directly to CEO
- Design and implement processes to streamline & standardise Ingressive's operations
- Set comprehensive goals for Ingressive's performance and growth (OKRs)
- Be responsible for updating and tracking OKRs for various business units within Ingressive
- Keep team happy and motivated to fulfill organizational requirements
- Lead development & launch of Account Services
- Provides mentoring to all team members to achieve personal goals
- Motivates team to meet or surpass organisational and revenue goals
- Lead human resources to recruit skilled talent and retain the best employees
- Presents new ideas and revenue generating strategies to CEO
- Provides a system for employee salaries and benefits, and makes sure employees feel valued
- Promotes communication between team by leading team standups.
- Establish policies that promote company culture and vision
- Oversee daily operations of the company and the work of other team members
- Lead employees to encourage maximum performance and dedication to Ingressive's mission
- Evaluate employee performance by analyzing personal OKRs results
- Assist CEO in fundraising ventures if needed
- Manage relationships with partners and external stakeholders
- Lead planning, strategy & execution of Ingressive's HGAS responsibilities

- Responsible for Ingressive's website changes & updates

**Who you are:**

- You will be exceptionally pro-active and meticulous in your work, with great attention to detail
- You're highly organised and thrive off getting things done to a high standard
- You are a high energy individual with a can-do, no-excuses attitude
- You're a self-starter with an incredible work ethic and passion
- You have a strong desire to learn from others and evolve in a business environment
- You are interested in tech entrepreneurship and/or investment into startups and relish the opportunity to learn more about the startup ecosystem
- You're excited about working in a small, scrappy team that has giant ambitions
- You will have some experience working in a professional environment ideally as a management consultant or other organisations where strategic thinking is required
- You're an outspoken and opinionated individual who isn't afraid to debate your position using data
- You're highly analytical and are excited about data-driven experiments

**What you get:**

Salary commensurate with experience. Above and beyond financial compensation, the benefits of working at Ingressive include:

- The opportunity to work with a fast-growing organisation that is creating a bridge between the African technology ecosystem and global investors.
- Being part of a small and fast paced team with a lot of flexibilities and responsibilities
- A book allowance to help us collectively build the Ingressive library
- The opportunity to rapidly expand your network with foreign and domestic leaders within the technology and investment ecosystem

**Location:** Victoria Island, Lagos

Please send your CV to [info@ingressive.co](mailto:info@ingressive.co) if you are interested in this position