



Director of Operations Role Overview

About Senzu

Senzu Partners is a strategic management firm providing bespoke solutions designed to help firms, funds, and family offices maximize outcomes and return on investment. Primarily focused on technology-centric and digitally native opportunities, we currently have two primary service offerings:

- Full-Stack M&A Advisory for companies up to \$150M
- Capital Origination and Placement for companies seeking private capital

About the Role

As Director of Operations, you will be instrumental in shaping the future of our firm. This is a senior leadership position with a clear path to partnership for the right candidate. You'll work directly with the firm's owner, freeing up their time to focus on Client and Partner Development while you take the reigns on day-to-day operations, strategic initiatives, and internal affairs.

Key Responsibilities

- Serve as a general sounding board and thought partner to the firm's leadership, providing strategic insights for management and growth.
- Oversee day-to-day operations, including management of our Fractional Executive Network, any contractors, and eventual hires.
- Take the lead on internal affairs, including HR, finance, and administrative functions
- Manage the onboarding process for new clients, partners, executives/advisors, and future employees
- Drive process optimization across all areas of the firm
- Management the relationship with select vendors
- Identify and address operational blind spots and inefficiencies
- Ensure compliance with relevant financial services regulations

Required Qualifications

- Proven experience in operations management, ideally within financial services
- Strong leadership skills with the ability to manage and motivate teams



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- Excellent communication skills, both written and verbal
- Strategic thinking capabilities coupled with tactical execution skills
- Financial acumen and experience in budgeting and financial management
- Demonstrated ability to optimize processes and drive operational efficiency
- Impeccable judgment and the ability to maintain the highest levels of confidentiality
- Self-starter with an Entrepreneurial mindset and desire to play a key role in growing an upstart firm

Preferred Qualifications

- JD or legal background
- Deep understanding of regulatory and compliance practices in financial services, particularly related to the sale of private securities, capital origination and placement
- Senior leadership experience within a services-based firm
- Established relationships across growth-stage startups (Series A+) and Corporates

What We Offer

- Flexible working structure.
- Deep levels of autonomy and responsibility. You'll be provided with operational goals, execution is up to you.
- Opportunity to quickly accelerate into a Partner-level role for the right candidate.
- Chance to shape the strategic direction of a growing firm
- Compensation package commensurate with experience
- Dynamic, fast-paced work environment with exposure to diverse clients and industries