

Position Summary:

The **Field Operations Manager** is responsible and accountable for efficient, safe and cost effective management of all concrete and drain operations within the Donald Group of companies.

Key Duties and Responsibilities:

- Establish production goals and formulate effective execution plans that deliver profitable results
- Plan and prepare construction schedules and milestones and monitor progress against established budgets
- Plan, organize and evaluate construction projects of each regional crew according to schedules, specifications and budget
- Oversee and monitor material and labour variances of each project for performance on a daily basis with Field Supervisors and determine required action to maximize profitability
- Develop strategies for field operation improvements and efficiencies
- Promote, monitor and maintain core values of the company – Care, Promise, Right: Work done by people who care, as promised, and done right the first time
- Develop and maintain positive and open communication with internal and external stakeholders [customers, site supervisors, builders, inspectors, other trades, union representatives]
- Coach, manage and mentor new and existing employees - keep an open door policy
- Ensure all company Health and Safety policies are followed on a daily basis and all crew are instructed in health and safety procedures
- Represent the company on matters such as business services and union contracts negotiation or other official functions
- Ensure all production and cost targets are achieved
- Conduct daily and weekly production meetings
- Develop and implement quality control programs
- Maintain current Material Safety Data Sheets policy document and revise as necessary
- Approve overall personnel planning including hiring and supervising the activities of subordinate staff
- Conduct annual performance evaluations
- Other Assignments as required

Qualifications:

- University degree or College diploma
- 7+ years of experience managing staff and 100+ unionized crew in the construction industry relating to the residential building sector with a focus on leadership and operations management
- Experience and knowledge of construction best practices, materials/inventory management, operations, documentation and procedures and Tarion Home warranty process
- Solid understanding and experience in collective agreement administration
- Experience and knowledge of the Ontario health and safety rules and regulations, compliance and implementation
- Intermediate MS Office skills [Excel, Word, Outlook]
- Demonstrated leadership skills with strong facilitation skills
- Strong interpersonal and relationship building skills
- Excellent verbal and written communication skills
- Self-starter with a willingness to lead change and challenge the status quo
- Team player with a positive 'can do' attitude

Why Join the Company:

- Be part of an industry leader and work with a professional hard-working team who care, deliver as promised and do the job right the first time

Contact:

Interested and qualified candidates are invited to submit a resume and cover letter to:

hr@donaldgroup.ca

Please put position title in email subject line. Thank You!

