

HEATH CONSULTANTS INCORPORATED JOB DESCRIPTION

Location: Houston, TX
JOB TITLE: Project Manager
REPORTS TO: Field Services Manager/Director of Services

RESPONSIBILITIES:

1. Serve the customer, and exceed their expectations, as they are our first priority.
2. Manage and support the field services organization in order to maintain an acceptable gross margin while providing service of the highest quality.
3. Organize the hiring, training, evaluation, motivation and supervision of field staff.
4. Maintain the corporate service standards and specifications.
5. Maintain the corporate safety standards and specifications.
6. Direct the Team Leaders in planning, supervising, and scheduling of operations in an efficient manner.
7. Implement and maintain personnel requirements, i.e., drug/alcohol testing, training records, supervisory contacts, and performance reviews.
8. Monitor Profit and Loss of the project area to ensure acceptable margin levels are obtained and maintained.
9. Ensure a positive rapport and work relationship with all clients in order to maintain present clientele and promote new business.
10. Perform other duties as deemed necessary by the Field Services Manager/Director of Services.

EDUCATION:

High school diploma or equivalent preferred.
Two (2) years of college course work preferred.

EXPERIENCE:

Two (2) years utilities industry experience preferred.
Two (2) years management experience preferred.
Experience Supervising 30 or more employees
Experience working with a 1-4 Million Dollar Budget
Proven Safety Record

ADDITIONAL REQUIREMENTS/SKILLS:

Must possess the ability to analyze data and have a working knowledge of computer technology.

Forward Resumes:

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