

## Operations Manager

**Mega Rentals, Inc.** is currently hiring an Operations Manager operating out of our Madison, Wisconsin location that is skilled at planning, coordinating, communicating with customers and inspectors and managing crews. This is an exciting opportunity for someone with strong project management skills that enjoys working in a fast paced environment.

Responsibilities include:

- Supervise and direct the activities of the statewide Pavement Marking and Striping Operations.
- Schedule multiple crews/operations to complete projects throughout Wisconsin.
- Communicate with project managers, prime contractors and engineers to ensure availability for upcoming work, conflict resolution and change management.
- Purchase materials necessary to complete projects.
- Bid local and state pavement marking projects.
- Resource/material management, allocation and tracking.
- Monitor/track production of crews and equipment.
- Assure ongoing compliance with DOT/Federal rules and regulations.
- Direct superintendents and exhibit excellent management skills for all pavement marking personnel including:
  - Setting objectives/direction for crews
  - Organize personnel, equipment and material to meet project demands
  - Motivate and communicate with personnel in both a team and individual environment
  - Measure employee performance
  - Develop current and new employees to meet potential

The ideal candidate should have the following skills and qualifications:

- Bachelor's degree in Construction Management or Civil Engineering or a minimum of 3 years management or supervisory experience.
- Aptitude for mathematics/conversions and analytical thought processes.
- Ability to analyze, compare and interpret detailed project plans
- Knowledge of the road construction industry is highly desired
- Ability to manage and communicate with all levels of employees.
- Excellent organizational skills with the ability to manage multiple projects and tasks simultaneously
- Commitment to Safety & Quality work

- Ability to travel statewide
- Good computer skills with proficiency in Microsoft Word, Excel, and Outlook
- Ability to maintain a valid driver's license with an excellent driving record at all times

Mega Rentals, Inc. offers a competitive salary with annual incentive bonus potential and a complete benefits package that includes: health insurance, vision and dental insurance, long and short term disability, life insurance, 401k, and paid time off. We also offer extensive on-going training opportunities.

EEO/AA W/M/Vets/Disability Employer

## Mega Rentals Inc. Job Description

<b>Position Title:</b> Operations Manager	<b>Reports to:</b> Vice President
<b>FLSA/Status:</b> Exempt/Full time	<b>Revision Date:</b> 6/26/17

### **Position Summary:**

Responsible for planning, directing, and coordinating all pavement marking projects throughout the state. Job duties encompass all aspects of management including direction and supervision of personnel and projects from quotation to completion. This position will be responsible for an entire business unit.

### **Essential Duties and Responsibilities:**

- Supervise and direct the activities of the statewide pavement marking and striping operations
- Schedule multiple crews and operations to complete projects throughout Wisconsin
- Communicate with Project Managers, Prime Contractors, and Engineers to ensure availability for upcoming work, conflict resolution, and change management
- Purchase materials necessary to complete projects
- Bid local and state pavement marking projects
- Monitor and track production of crews and equipment
- Allocate and track resources and materials
- Assure ongoing compliance with DOT and federal rules and regulations
- Direct Pavement Marking Supervisors for both Epoxy and Tape divisions
- Set clear objectives for crews
- Organize personnel, equipment, and material to meet project demands
- Motivate and communicate with personnel in both a team and individual environment
- Measure employee performance
- Develop current and new employees to meet potential

### **Skills and Qualifications:**

- Bachelor's degree in Construction Management or Civil Engineering or at least 3 years management or supervisory experience in road construction
- Aptitude in mathematics/conversions and analytical thought processes
- Ability to analyze, compare, and interpret detailed project plans

- Knowledge of the road construction industry is highly desired
- Ability to manage and communicate with all levels of employees
- Excellent organizational skills with the ability to manage multiple projects and tasks simultaneously
- Commitment to safety
- Quality focused
- Ability to travel throughout the state
- Good computer skills with proficiency in Microsoft Word, Excel, and Outlook
- Ability to maintain a valid driver's license with an excellent driving record at all times

**Physical Requirements:**

- Ability to lift a minimum of 50 pounds, reach overhead, bend, kneel, and twist.
- Capable of working outside in extreme weather conditions.
- Ability to sit for long periods of time
- Frequently communicates with people in the organization as well as people outside of the organization
- Ability to walk long distances and drive for extended periods of time.