



Operations Manager

We are currently seeking an Operations Manager who can improve the profitability of the branch. The Operations Manager operates a sales and distribution center for construction supplies consisting of 3-5 customer-focused team players who perform the functions of retail sales, outside sales, inventory control, and local distribution/delivery. The ideal candidate will have some experience in all of the four functions mentioned above, in addition to having some exposure to the construction industry. He/she will also have the highest level of integrity, excellent leadership/team building skills, a positive attitude and a built-in understanding/execution of superb customer service. Responsibilities include:

- Leading a team of outside sales reps, inside sales reps, and drivers/stockers
- Driving a flatbed and stocking local job sites as needed
- Developing plans for efficient use of inventory, machines, vehicles, and employees
- Preparing work schedules and directing personnel to ensure efficient operation
- Leading employee training
- Conducting staff meetings
- Resolving customers' complaints, inquiries, and problems with orders, deliveries, billing, and collection
- Reviewing weekly aging report and make collection calls as necessary
- Executing profit and loss controls to ensure maximum profit for the branch
- May initiate or authorize employee hire, promotion, discharge or transfer to streamline operations
- Ensuring the upkeep and maintenance of branch facilities and equipment
- Other duties may be assigned

Job Qualifications

- Must have Construction Background
- Must have 5 years of Operations or Branch Management experience
- 2-3 years of sales experience preferred
- Spanish-speaking is a major plus
- Bachelor's Degree or equivalent combination of education and experience preferred
- Experience using or selling steel and drywall preferred
- CDL preferred
- Ability to lift 75 lbs.

To apply, please email jobs@steeler.com and enter "Operations Manager" along with the location to which you are applying in the subject line.