

PROJECT MANAGER - ARCIS

Division/Department	EnCon Colorado
Location	Denver, Colorado
Job Title	Project Manager
Reports to	Executive Vice President

GENERAL DESCRIPTION

Responsible for initial manufacturing start-up and ongoing operations of a new product line using the ARCIS technology. ARIS is a proprietary product that EnCon is licensed to produce via its association with the ALTUS Group. Major responsibility will include:

- Setting up the plant
- Product R & D
- Raw Material and Inventory Management
- Overseeing Day to Day Production Operations – Production, Storage, Dispatch, QC, and Loadout
- Working with Design and Project Managers to optimize production schedules

RESPONSIBILITIES

Specific Duties/Responsibilities/Functions

Primary Responsibilities:

- Plan layout of manufacturing facility, source equipment required and coordinate installation of necessary equipment.
- Coordinate (Hands on) the initial manufacturing of the ARCIS panels to R&D and commercial specifications.
- Hiring and supervision of the manufacturing team. Train and monitor all crew activities. Actively manage performance issues.
- Assist with and oversee the production process; including weighing of materials, production of product, finishing and product load onto trucks.
- Ensure all crew activities are conducting in accordance with company standards and procedures.
- Ensure product meets client specifications and standards.
- Accurately maintain production records during production process.
- Manage purchasing activities and vendor relationships.
- Monitor and maintain supply inventories, ordering product as necessary.
- Oversee equipment maintenance, ensuring all equipment is adequately maintained and operational.
- Oversee waste water control and discharge according to company procedures.
- Oversee shop safety functions. Ensure all shop activities are conducted in a safe manner in accordance with company procedures and OSHA standards. Conduct regular safety checks and take appropriate steps to maintain compliance.
- Oversee Quality Control for the production process and finished products; ensuring manufacturing processes and products meets client specifications and company standards. Assist with Quality Control activities.
- Coordinate product deliveries to job sites. Communicate with clients regarding timelines and expectations.
- Ensure shop is clean, safe and well organized at all times. Maintain yard maps.
- This is a "hands on" manager role and the manager needs to be able and willing to assist with all crew tasks as needed.

KNOWLEDGE AND SKILLS

- Excellent leadership, project management and supervisory skills. The ability to lead by example and keep crew organized.
- Excellent understanding of standard manufacturing processes, specifically in the area of manufacturing of construction materials and precast/prestressed concrete products.
- Excellent Quality Control skills. Knowledgeable in QC processes and standards.
- Excellent attention to detail.
- Ability to maintain records in an accurate and timely manner.
- Good math skills, including calculation of volume and unit conversions.
- The ability to accurately read and interpret shop drawings.
- General computer skills, including proficiency in Excel and use of databases.
- Ability to run forklifts, skid steer loaders and attain applicable certifications.
- Mechanical aptitude.
- Ability to act as a cooperative and positively contributing team member with all crew and co-workers.

EDUCATION AND WORK EXPERIENCE

- Minimum 5 years' experience in production management, preferably in construction or manufacturing environments. University degree preferred or equivalent combination of education and work experience.

Please send resume to jdeugan@enconunited.com.