

Director, Field Operations, Floorz

Compensation: 100,000 – 135,000 / Year

Who we are:

We are inspired place makers who enhance the built environment with a focus on brand and culture - Across multiple studios, elements provides a comprehensive portfolio of products and services for the interior built environment. We combine our interiors expertise with construction capability and the collaborative, cross-functional process of human-centered design. This holistic approach to the built environment creates a seamless experience and exceptional results for our clients.

This position is for our studio Floorz – Colorado’s premier commercial flooring contractor.

Job Summary:

The Director, Field Operations, is responsible for overseeing and managing all aspects of Superintendent and warehouse operations. Duties include ensuring efficient coordination between the sales team, field staff, and Operations department to ensure seamless execution of projects to clients.

Essential Functions

- Develop and implement strategic plans and objectives for field operations in alignment with overall company goals. This involves setting targets, defining key performance indicators (KPIs), and devising strategies to optimize field operations efficiency.
- Oversee all aspects of field operations for construction projects. This includes coordinating with project managers, superintendents, and other stakeholders to ensure projects are executed according to schedule, budget, and quality standards.
- Coordinate workforce scheduling, allocating equipment and materials, and ensuring resources are utilized effectively to maximize productivity and minimize costs.
- Promote and enforce a culture of safety in all field operations. This includes ensuring compliance with safety regulations, conducting regular safety inspections, providing safety training to staff, and implementing measures to prevent accidents and injuries.
- Develop and manage the field operations budget, monitoring expenses and identifying cost-saving opportunities without compromising on quality or service.
- Facilitate effective communication and collaboration among field operations teams, project managers, subcontractors, clients, and other stakeholders.

- Manage relationships with suppliers and other vendors to ensure timely delivery of products and resolve any issues related to product quality or availability.
- Monitor and evaluate the performance of field operations teams and individual staff members. This involves providing feedback, coaching, and training to improve performance, as well as recognizing and rewarding outstanding achievements.
- Drive continuous improvement initiatives to enhance field operations processes, systems, and performance.
- Other duties as assigned.

Required Skills/Abilities

- Extensive experience in commercial construction field operations, with a proven track record of successful project delivery.
- Strong leadership and managerial skills, with the ability to motivate and inspire teams to achieve project goals.
- In-depth knowledge of commercial construction methods, materials, and techniques.
- Proficiency in project management software and tools.
- Strong understanding of commercial construction field safety requirements.
- Excellent verbal and written communication skills.
- Excellent interpersonal and customer service skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines.
- Strong analytical and problem-solving skills.
- Ability to prioritize tasks and to delegate them when appropriate.
- Ability to function well in a high-paced and at times stressful environment.
- Proficient with Microsoft Office Suite or related software.

Education and Experience

- Bachelor's degree in Construction Management, Engineering, or related field (preferred).
- 10 + years of experience in commercial construction project and/or field management, with a proven track record of successful project delivery.
- 5 + years of experience as a people leader in the commercial construction industry.

EEO Statement

Workplace Elements provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.



constructive
floorz
peoplelab
slate
3d-identity

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.