



Succession Planning for Railroads Investing in the Next Generation (SPRING)

An employer in our network is hiring!

Job Title: Division Manager

Full Time: Yes

Type: Exempt

Travel: TBD

Available Positions: (1)

Location: Kansas City, MO

Salary: Base Salary TBD based on experience + Bonus based on profits of division (potential of \$15-\$40K) Includes benefits, 401K, vehicle, tablet, and phone allowances

Status: Exempt

Company Description: Safety, on and off the track, is our top priority. We are a vital part of the maintenance and construction of railroad infrastructure across the US. As a contractor, we are proud of our team, what we build, and how we build it. We deliver quality project completion without delays or budget overages and ensure control over the entire project life cycle. Become a part of our team and lay the foundation for your future!

Job Description: As a Division Manager, you will be responsible for controlling and directing work groups within your division on railway property and construction sites. You will perform these duties using specific railway operating rules, instructions, and techniques. You will oversee multiple projects and their managers. The candidate for this position must have the managerial and project management experience within these types of construction operations and must comply and ensure their team's compliance with all local, state, and federal, including Federal Railroad Association (FRA) rules and regulations.

Essential Job Functions:

- Managing multiple teams effectively
- Machine Operations and Technical Knowledge
- Leadership

Essential Responsibilities:

- In depth understanding of all company, state, and federal rules and procedures
- Manage job costings
- Forecast and handle the hiring for work staff as needed for projects or future projects

- Managing the inventory and equipment in the division
- Meet with existing clients to ensure customer satisfaction and to listen to customer feedback and develop relationships with new clients
- Work directly with estimators to bid work
- Identify opportunities to bid for work in your region or others
- Schedule work with crews and clients
- Adhere to and promote safe work practices as determined by the company and railroad
Able to demonstrate proficiency in all aspects of maintenance of way and track construction
- Communicate progress or any issues of a project with management as well as customers to ensure their feedback and satisfaction is attained
- Review contracts as well as specific project plans to ensure that the work in the field is built to the current specifications
- Set bench marks with superintendents on projects to ensure progress is being met - identify what those benchmarks will be and how team can achieve those goals
- Ensures team has proper resources for the timely completion of work, including labor, tools, equipment and material
- Monitor and manages crew performance as it relates to goals, safety, and company policies
- Coach and otherwise hold managers and their employees accountable for any rules, regulations, or safety violations
- Responsible to ensure compliance to all company and customer safety policies and procedures
- Complete written forms and reports, including FRA reports, as required
- Manage or handle other projects and perform other duties as assigned

Required Skills or Experience:

- Excellent oral and written communication skills
- Applicable knowledge equipment such as tampers, regulators, torches, hammers, jacks, and other mechanical, hydraulic, and pneumatic tools
- Ability to troubleshoot problems on equipment
- Ability to read and interpret safety rules, operating and maintenance instructions, and federal and state regulations. Maintain Company safety guidelines & policies at all times
- Experience with heavy hand tools, and previous work in an outside environment preferred
- Ability and willingness to travel to remote work locations as required
- Proficient use of Microsoft applications as well as other softwares, tablets, and performance tracking systems - knowledge and use of excel is a critical
- Possess knowledge of FRA Track Inspection Guidelines is a plus

- Knowledge of all occupational hazards, railway engineering safety regulations and best safety practices for the work being performed
- Ability to keep records and to prepare work and time reports
- Ability to supervise the work of others and clearly communicate instructions to crew

Required Credentials:

- Minimum of 8 years related experience in track
- Valid driver's license required
- Bachelors Degree in Engineering / Project Management or related field or otherwise years within related experience
- Previous track and managerial experience

Preferred Credentials:

- 10+ years related experience in track
- Previous track or project management experience in a leadership role

All new hires must be able to successfully complete a post-offer employment test including a medical and physical evaluation related to the physical requirements of the essential functions of the job, such as can stand, sit, walk, reach, balance, stoop, kneel for long periods of time or have the ability to lift tools and equipment of 50lbs or greater. In addition, a drug screen and criminal background check will be performed.

The listed above job description may not represent all of the duties and responsibilities that may be required of this position. There may be additional or unplanned duties which may be required to complete the job at hand.

This company is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status, or any other characteristics protected by law.