



DIRECTOR OF FLEET

ABOUT SIGFUSSON NORTHERN:

Sigfusson Northern is a third-generation family-owned business, which now has a portion of the company being employee-owned. Our primary focus is on building strong and lasting relationships with our employees, our clients, and the communities we serve. Ongoing growth and diversification have led Sigfusson Northern to the forefront of general contracting and heavy civil construction where we incorporate trust, respect, integrity, and commitment to our community in every decision we make and everything we do.

POSITION SUMMARY:

Reporting to the CEO, the Director of Fleet is responsible for managing the day-to-day operations of the diverse fleet and equipment for Sigfusson Northern. The Director of Fleet will provide strategic direction while supporting operations and establish KPI's and document processes to ensure the department is meeting the safety, financial, and operational objectives of the company.

CORE RESPONSIBILITIES & DUTIES:

- Work closely with senior leadership to develop operational strategies related to the department and business needs and goals
- Ensure corporate disciplines, company policies and procedures, and a safe work environment are being followed daily
- Ensure safety is a top priority at all times
- Provide strategic direction on day-to-day equipment activities, operational services, and KPI's
- Establish and maintain key relationships with all vendors and field operations
- Identify and qualify potential new vendors and suppliers
- Negotiate pricing, terms and conditions, and warranties with suppliers and vendors make recommendations for approval
- Monitor vendor and supplier performances and services to ensure needs are being met and align with company expectations
- Make recommendations for purchasing and leasing of vehicles, heavy equipment, goods and services for the company using an evidence based business case model.
- Generate reports for the executive and management team regarding fleet utilization, profitability, and budgets
- Monitor labor, materials, and overhead expenses to identify and analyze trends
- Develop and implement strategies to increase productivity, profitability, on-time performance, and employee morale
- Collaborate consistently with all departments to ensure continuous improvements within the supply chain



- Research, identify, and present ideas to support cost reductions while maintaining customer satisfaction and operational needs
- Manage and maintain fleet department documents
- Manage and direct life cycle repair decisions based on findings and evidence
- Responsible for identifying surplus assets and making sale recommendations to maximize value while staying up to date with market values and trends
- Monitor and identify technological advancements which streamline and create efficiencies in SNL's fleet operations
- Coordinate and manage employee hiring, employee workloads, performance reviews, training, and professional development needs

EDUCATION, EXPERIENCE & SKILLS:

- Minimum 5+ years' experience in a Fleet Management role within the construction industry
- Post-Secondary Education with a background in business or engineering will be considered an asset
- Proven experience leading, developing, and mentoring a team
- Critical thinking and effective decision-making skills are required
- Ability to work independently and as part of a team
- Ability to work under pressure with complex situations and meet strict deadlines
- Strong communication skills both verbal and written as well as electronically
- Strong accuracy and attention to detail
- Ability to travel to site when required
- Experience leading, management, and mentoring a team is required
- Strong mathematical, financial management and analytical skills are required
- Strong technical ability and technology skills are a requirement
- Experience with HCSS software will be considered an asset
- Experience with Spectrum software will be considered an asset
- Strong knowledge of purchasing laws and regulations
- Advanced MS Office (Word, Excel, Outlook) is required
- Extensive knowledge of vehicle and heavy equipment operations
- Ability to strategically work with vendors, suppliers, and contractors while consistently building and maintaining a positive relationship

If you are interested in this opportunity and meet the requirements for the role, please click **Apply** and send your resume directly to **Sherri Bowles**.