

C & S Sweeping Services, Inc. is seeking a senior level Project Manager with a background in municipality and/or highway construction. This position will manage and direct our night division to include asset management, sweeping, storm cleanup and emergency response.

The ideal candidate should possess strong communication skills, and the ability to direct, manage, plan, and organize the activities of the division as well as schedule, assign and coordinate work in accordance with project schedules to meet division deadlines.

### **Project Manager Duties:**

- **Job Site –**
  - Research, inspect, test, and evaluate the workplace environment, equipment, and practices to ensure that all safety standards and government regulations such as DOT, FMCSA, and OSHA are properly enforced.
- **Scheduling –**
  - Must have scheduling experience to ensure projects meet all scheduling expectations, per contract, daily. Understands and anticipates potential obstacles and is available to fill in as necessary to ensure project completion. Determine equipment assignment and operator qualifications of the street sweeping crew assigned to operating mechanical street sweepers along an assigned daily route.
- **Safety –**
  - Conduct accident investigations, complete documentation, analysis, reports, and recommendations. Ensures safety compliance per contract.
- **Reporting –**
  - Responsible for scheduled internal project status updates and daily/weekly status reports to clients and appropriate stakeholders per contract.
- **Training/Mentoring/Managing –**
  - Effectively recommends the selection of division personnel, evaluates, and provides training of division staff. Conducts daily coaching, drills, and exercises, including toolbox meetings for the proper use of equipment and driver safety
- **Maintenance/Traffic –**
  - Must understand and carry out work assignment while following MUTCD Manual

### **Experience/Education Requirements:**

- **Permits/Planning –**
  - Has demonstrated competence collecting information, design and form requirements, and the application process needed for obtaining meter

permits and schedule for back flow devices to be inspected in an efficient manner.

- **Communication –**

- Must have a positive, clear, and accurate communication style with all internal and external stakeholders

**Education / Certificates –**

- Must have CPR/First Aid Certification
- Reasonable Suspicion Training or agree to obtain certification within first 30 days
- CDL B

**Required Experience –**

- Project Management of Municipalities and/or Highway Operations: 3 Years
- Operation of a street sweeper mechanical broom: 2 Years
- Diesel Mechanical Experience – 1 Year
- Knowledgeable of State, Local, and Federal legislation, rules, and regulations
- Presentation Experience: 2 Years
- FMCSA Regulatory Compliance: 3 Years
- OSHA, DOT, EPA: 3 Years
- Ability to work independently and handle multiple projects and priorities
- Excellent leadership and time management skills to allocate resources efficiently and effectively
- Thorough and attentive to details, pro-active and deadline oriented
- Knowledge of MS Office

**Preferred Experience –**

- Traffic Control Technician Training
- ASP or CSP
- Trailer Truck Mounted Attenuator

**Physical Demands:**

- Worker is exposed to outdoor weather conditions, traffic conditions, extreme noise, odors, heights, dust, fumes, and hazardous materials.

**Benefits:**

- Health/Dental/Vision & Life Insurance after 90- Days of employment
- 401(K) - match
- Vacation & Sick Pay

**EQUAL EMPLOYMENT OPPORTUNITY:**

*C&S Sweeping Services, Inc is an Equal Opportunity Employer. In accordance with anti-discrimination law, it is the purpose of this policy to effectuate these principles and mandates. C&S Sweeping prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, age, national origin, disability status, protected veteran status, or any other characteristic protected by law. C&S Sweeping conforms to the spirit as well as to the letter of all applicable laws and regulations.*

**Please email your credentials to [humanresources@candssweeping.com](mailto:humanresources@candssweeping.com).**