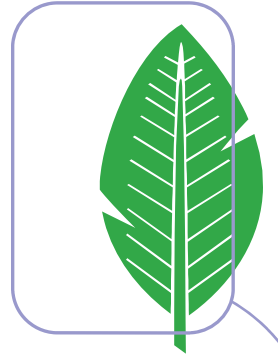
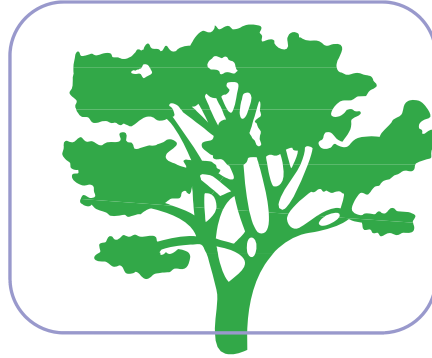
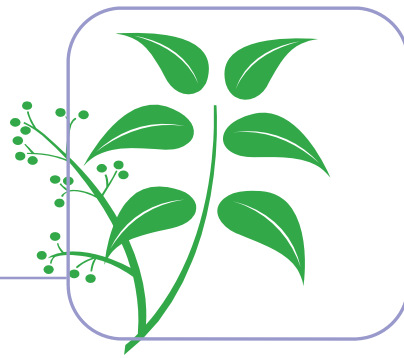


ADVANCEMENT OPPORTUNITY



Heads Up Landscape Contractors is searching for a seasoned Maintenance Operations Division Manager. This position requires proven leadership skills, management of priorities and a dedication to maintaining projects on time, on/under budget, with quality and safety being the highest priorities. The Maintenance Operations Division Manager is directly responsible for all field operations for the maintenance division, and supervises the following: Account Managers, Field Supervisors, Spray Supervisor, Irrigation Techs, Color Coordinator and subcontractors. This position reports to the Chief Operations Officer.

The requirements listed below are representative of the knowledge, skills and/or abilities required for this position.

Financial:

- Knowledge to create budgets and make recommendations regarding equipment, trucks, and small tools.
- Ability to perform job cost analysis and cost-benefit analysis
- Ability to manage the division profitably by carefully monitoring labor and maintenance to ensure compliance with the budget.
- Knowledge to schedule work or equipment to maximize use of company resources (ie Master Schedule).
- Skill to alleviate customer concerns while being vigilant of the budgets.
- Ability to ensure department goals are being met while staying within budget.

Interpersonal Skills /Communication /Management:

- Ability to communicate and interact effectively both orally and in written format with all parties needed (ie customers, employees, supervisors).
- Ability to work cooperatively with other executive team members to ensure company goals are met.
- Ability to mediate employee disciplinary and/or counseling situations effectively.
- Knowledge to ensure uniform and equitable application of policies and procedures.
- Ability to multi-task, prioritize and remain organized in a changing environment.
- Ability to effectively manage and lead others to complete job requirements.

Safety & Training:

- Ability to coordinate the development of all employees in the maintenance department through the development and administration of a training program in order to meet staffing, quality and safety goals of the organization.
- Knowledge and ability to create and manage systems to ensure quality, safety, customer satisfaction and profitability.
- Knowledge to be able to troubleshoot and train field issues related to operations.

Bachelors Degree in Business, Accounting, Finance or Horticulture, or equivalent experience, CLP preferred, JMS-6 required, Valid Drivers License required. Proficient in spoken and written English; Spanish conversational skills are a plus.



Please contact me if you know someone who could be the right fit for this position, or feel free to pass on my information, and have the candidate contact me directly.

Jennifer Buck - National Recruiting Director
jennb@nextlevelcareers.info - www.nextlevelcareers.info

Heads Up is a landscape design/build/maintenance company located in the heart of the Southwest. Heads Up has been in the Albuquerque, New Mexico, market for over 30 years and is one of the state's largest full-service landscape contractors.

We are known for our innovative, water-wise commercial landscapes and wonderful customer service. Presently, our leadership is poising the company for the next level of growth which could lead to many opportunities. Our mission is to be the standard by which all other landscape design/build/maintenance companies are measured in our markets. We succeed together by continually 'Growing Better' in partnering with our clients and investing in the industry's best people. Come Grow with us!

