



Site Manager – Midlothian, TX

Bulk Equipment Corp. is a well-established heavy equipment and service provider, offering services to industrial markets with a strong emphasis on heavy equipment and specialized fleet rental needs. We are currently seeking an experienced Site/Fleet Manager at our Midlothian, TX location to join our growing team.

Our entire staff is client-driven and takes great pride in advancing our business by successfully servicing the needs of our customers. If you believe that your experience, skills, attitude and work ethic fit into our diverse group of equipment management professionals, joining this dynamic team may be the next step for you, and if so, we offer a supportive work environment that promotes personal success and future growth.

General Overview of Job Responsibilities:

- Responsible for the overall direction and management of daily operations (onsite and some field service)
- Manage daily site activities - including planning, assigning, scheduling, directing work
- Heavy equipment parts purchasing responsibilities for multiple technicians
- Inventory cycle counts
- Assist with business development and bidding for rental equipment
- Review, complete and submit all required paperwork and reporting (i.e. employee timecards, labor reports, asset reports, work orders, maintenance records, schedules, etc)
- Establish and maintain positive rapport with customers
- Key Point of Contact with Customers and responsible for customer satisfaction
- Manage preventative maintenance procedures and find areas of improvement
- Maintain rapport with vendors
- Assist in the hiring, training, disciplinary, grievance, employee compliance, and disciplinary processes when needed
- Responsible for site(s) Profit and Loss
- Work with the Safety Coordinator to determine proper safety guidelines and assist in implementing procedures to keep employees in compliance and safe
- Work with other members of the Purchasing Department and Corporate office

Requirements/Qualifications:

- 5+ years of heavy equipment site management experience
- 5+ years of purchasing experience
- Proficient computer skills (Microsoft Office i.e. Excel and Word)
- Professional and clear communication skills
- Organizational skills
- Ability to manage time effectively and prioritize tasks

Benefits:

- Competitive salary
- 401(k) with employer match, medical, dental, vision, and life insurance benefits