



Field Operations Manager

Job Scope

The Field Operations Manager is responsible for overseeing and managing all field operations of an organization. This role involves planning, coordinating, and executing field activities to ensure efficient and effective operations, adherence to safety and quality standards, and successful project delivery. In addition, the Field Operations Manager collaborates with cross-functional teams, including project managers, field staff, and support departments, to achieve operational goals, resolve issues, and ensure client satisfaction.

Responsibilities

- To achieve operational excellence, develop and implement field operations strategies, policies, and procedures.
To meet project requirements and deadlines, plan and coordinate field resources, including personnel, equipment, and materials.
Monitor field operations performance, identify areas for improvement, and implement corrective actions.
Ensure compliance with safety regulations, quality standards, and industry best practices.
Provide leadership and guidance to field staff, including training, coaching, and performance management.
Foster a culture of teamwork, collaboration, and continuous improvement.
Set performance goals, monitor progress, and provide feedback to enhance individual and team performance.
Conduct regular field visits and inspections to ensure company policies and standards adherence.
Collaborate with project managers and other stakeholders to develop and execute project plans.
Coordinate field activities with other departments to ensure seamless project execution.
Monitor project progress, identify potential risks or issues, and implement mitigation strategies.
Maintain effective communication channels with project teams to address challenges and ensure timely project completion.
Serve as a primary point of contact for clients regarding field operations, addressing inquiries, concerns, and requests.
Build and maintain strong relationships with clients, ensuring client satisfaction and fostering long-term partnerships.
Regularly communicate with clients to provide project updates, address issues, and gather feedback.
Collaborate with the sales team to support client acquisition and retention efforts.
Establish and implement quality assurance processes and inspections to maintain high-quality deliverables.
Ensure compliance with safety regulations, quality standards, and contractual obligations.
Conduct audits and reviews to identify areas for improvement and ensure compliance with

As an EEO/Affirmative Action 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.



company policies and procedures.

Implement corrective actions for any quality or compliance issues.

Evaluate and select vendors, subcontractors, and suppliers based on quality, cost-effectiveness, and reliability.

Negotiate contracts and agreements with vendors and suppliers.

Monitor vendor and supplier performance, manage relationships, and resolve issues or disputes.

Collaborate with procurement and supply chain teams to optimize vendor and supplier relationships.

Maintain accurate records of field operations, including project documentation, reports, and performance data.

Generate regular reports on field operations performance, project progress, and key performance indicators.

Analyze data and provide insights to identify trends, areas for improvement, and opportunities for efficiency gains.

Prepare presentations and reports for senior management and stakeholders.

Requirements

- Bachelor's degree in Engineering, Construction Management, or a related field (or equivalent work experience).
Proven experience (typically 5+ years) in field operations management, preferably in a related industry.
Strong knowledge of field operations processes, procedures, and best practices.
Excellent leadership and team management skills.
Solid understanding of project management principles and methodologies.
Strong problem-solving and decision-making abilities.
Excellent communication and interpersonal skills.
Proficiency in project management software and tools.
Knowledge of safety regulations and industry standards.
Willingness to travel to project sites as required.