

OPERATIONS MANAGER

CCC Group is an internationally ranked general contractor providing a broad scope of construction, maintenance and fabrication services to various industrial markets throughout the U.S. and in select foreign regions like the Caribbean. We are dedicated to performing work to the highest standards coupled with striving to exceed our clients' expectations to deliver solutions based on our expertise backed by superior safety and quality principles.

Through our regional office in Suriname, we successfully carry out several construction projects for the local and regional market with the highest management, quality and safety standards. To strengthen our Project Executive Organization, we are currently looking for a suitable candidate.

Typical duties:

- Develop operations plan and direct overall activities to assist in achieving total project objectives. Responsible for budgeting, planning, staffing, safety, quality, and procurement.
- Direct (through subordinate managers) project activities to obtain optimum use of equipment, facilities, and personnel.
- Reviews and analyzes expenditure, financial, and operations reports to determine requirements for increasing profits, for respective projects. May coordinate activity with appropriate project operational personnel to insure total project(s) budgets are met.
- Approves requisitions for equipment, materials, and supplies within limits of Regional/Divisional Office or Facility operational budget. May negotiate contracts with equipment and materials suppliers.
- Enforces compliance of project personnel with administrative policies, procedures, safety rules, and governmental regulations.
- Trains and develops subordinate personnel and approves personnel actions and pay changes for assigned area.
- In the Preconstruction phase generally reviews the Bid/Contract documents and participates in the Bid Adjudication meeting with bid/no-bid decision.
- In the Pre-Planning phase reviews/approves the project schedule/budgets and facilitates the handover process to Project/Construction Management.
- Monitors/controls the execution phase through administrative direction of Project Managers and on-site Construction Managers/Superintendents to ensure project adheres to schedule and budget; monitor overall safety, quality, and productivity of work performed by the Regional/Divisional Office or Facility operation, investigating potentially serious situations and implementing corrective measures.
- Attend periodic internal project progress, regional/divisional, and corporate meetings. Represent Company in external project meetings.
- Through subordinate Managers and Superintendents insure all employees and subcontractors adhere to project, corporate, and client safety policy.
- Assume additional responsibilities as directed by the Operational Executive and/or other Managers higher up.

Knowledge, Skills, and Competencies:

- Advanced understanding of construction/fabrication methods, processes, and supervision of large groups essential.
- Must be able to apply innovative and effective management techniques to maximize employee and project performance
- Excellent communication and organizational skills required.

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- A thorough understanding of corporate and industry practices, processes, standards, etc. and their impact on project activities is vital; Good communicative, interpersonal and supervisory skills required.
- Proficiency with standard office software.
- Independent, good communication skills and social skills.
- Good operational and analytical skills.
- Knowledge of office processes, procedures, and technology.
- Fluent in Dutch and English language both orally and in writing.
- Available for temporary relocations.

Qualifications and other requirements:

- A minimum of A Bachelor's degree in Engineer or equivalent.
- 3 to 5 years minimum experience in Projects Management, Finance, and Industrial Construction.
- Ability to read and interpret Division and Project KPIs (PMI standard), schedules, construction drawings, accounting and financial reports.
- Read, interpret and negotiate contracts in ENGLISH.
- Work requires willingness to work a flexible schedule.

Company Benefits:

- Attractive salary and benefits compatible to the local market;
- Opportunity to career growth and development.

Send your cover letter to: CCCHRSuriname@cccgroupinc.com or to P.O. Box 1243 Paramaribo, Suriname.
Call for info to: (+597) 323400 ext. 2857