

WHATCOM BUILDERS, INC.

Whatcom Builders, Inc. is a leading asphalt paving contractor and asphalt producer. We work on municipal, commercial, and industrial sites, as well as residential projects. We sell cold-mix and hot-mix asphalt, asphalt products as well as crushed rock.

POSITION AVAILABLE: GENERAL MANAGER **JOB LOCATION:** Bellingham, Washington

JOB DESCRIPTION: Full time exempt, salaried position. Participates in and promotes Company Safety Program. Accountable for all aspects of asphalt paving operation, including the safety and profitability of the Company, producing quality work, and seeing that projects, shop, plants, trucks, equipment and employees operate at a high quality level. Works closely with other Company departments such as Safety, Quality Control, Environmental, Production, and Permitting Departments. Must pass pre-employment drug screen.

DUTIES AND RESPONSIBILITIES:

- ◆ Instill Safety as a priority in employees, subcontractors, etc. and actively participate in the Company Safety Program
- ◆ Supervise employees, including hiring and terminating
- ◆ Oversee, manage construction projects
- ◆ Ensure quality paving product
- ◆ Prepare and maintain budget
- ◆ Bid and negotiate work and prices, sell products
- ◆ Set goals for safety, profit, production, and quality
- ◆ Manage subcontractors and suppliers
- ◆ Collect accounts receivable

QUALIFICATIONS:

- ◆ Safety oriented
- ◆ Effective experience in supervising, leading and managing people. Ability to manage people while delegating authority in order to effectively reach goals while motivating employees
- ◆ Ability to read and understand financial statements and to create budgets
- ◆ Ability to analyze blueprints, specifications, proposals and other documents to prepare cost estimates for asphalt paving
- ◆ Understand applicable laws and rules that apply to operations and employees
- ◆ Can understand and follow company procedures
- ◆ Strong communication skills, written and oral
- ◆ Ability to cultivate good customer, agency, and employee relationships
- ◆ Ability to manage stressful situations and effectively solve problems
- ◆ Ability to multi-task
- ◆ Available to work long hours when work dictates

EDUCATIONAL/EXPERIENCE REQUIREMENTS: High School Diploma required, 4-yr College Degree preferred. Ten years experience in the asphalt or heavy highway construction industry preferred.

Whatcom Builders, Inc. is an equal opportunity employer and will consider any qualified applicant without regard to race, color, creed, gender, religion, age, marital status, national origin, sexual orientation, disability, or any other protected status.

Qualified applicants are encouraged to submit a resume by **December 16, 2011** to:

Human Resources

PO Box 7016

Issaquah, WA 98027

425-313-2614 Fax or email to jobs@whatcombuilders.com