

Position: Shop Manager

Salary: Dependent on experience - starting from \$70k per year for full time employee

Benefits: Health insurance or Wellness Stipend

2 weeks paid vacation

Flexible schedule

Responsibilities:

- Collate team & Project Management (PM) requests to manage schedules and team assignments for shop production and site install
- Define and optimize our prefab wall assembly production processes with an eye to maximize production efficiency
- Update and create training materials for shop team in collaboration with design team
- Oversight of shop safety protocols and compliance & OSHA compliance
- Read, interpret, and redline shop drawings w/ designers and PM's
- Assemble material take-offs (MTO's) supplied project managers: organize & execute bulk material orders
- Record and track daily progress of purchases and materials
- Coordinate shipping, receipt, and distribution of project materials to shop
- Document project progress & scheduling in monthly meeting progress with Croft principals and design team
- Report on throughput metrics each month & define production targets with principals
- Identify team gaps: source, interview new candidates, refer to principals
- Determine needs for production-related (i.e. tools & equipment) purchases
- Budget tracking of General Inventory tracking on shop floor - field PM requests for standing inventory and remove from inventory (or reorder)
- Coordinate team meetings between design and production when needed
- Weekly update meetings with PM's - go over schedule, delivery expectations, potential conflicts in sequencing

Qualifications:

- Management experience in construction or manufacturing
- Working knowledge of general carpentry and light frame construction
- Ability to motivate and direct employees in a collaborative, productive environment
- Demonstrated experience with process optimization
- Proficiency and literacy with project management, 3D CAD and excel/google sheets software - we utilize Sketchup and Google Sheets extensively!
- Design experience or other experience in AEC is a plus

Work Location:

- Rockland, ME

Full time positions begin at 32 hours per week. This position is located in Rockland Maine. Some weekend and evening work for site assembly work may be necessary from time to time.

Croft is a company that builds superinsulated, ultra-environmentally friendly buildings in our shop, and erects these buildings in mere days on construction sites throughout the country. We are more than just a prefab company- we are actively creating an industry standard that is an accessible, friendly solution to climate and environment challenges. Our buildings capture and store atmospheric carbon, are incredibly energy efficient, and healthier for both the workers creating them and their future inhabitants.

Croft strives to create a welcoming, communicative work atmosphere, where we can build better, faster, smarter, and more safely together. You'll find a supportive, motivated team that restlessly works together to find novel, environmentally friendly solutions to a better built environment. The core principles at our company are kindness and clarity of communication; while anyone can (and should!) be trained in how to construct buildings with our methodology, our mission is to build a healthier future, a gentler form of business growth, and an environment for generating better lives for all. Individuals who relish the details, enjoy finding efficient solutions, and are driven to improve the future will always be welcome. Get in touch at info@croft.haus to discuss this role!

