



## Department Manager Private Sector Construction

### POSITION SUMMARY:

**Location:** Collingswood, NJ & Wall, NJ

We are seeking an experienced and driven **Department Manager** to lead our **Private Sector Construction Division**. This individual will oversee operations, project performance, team leadership, and strategic growth within the private-sector and heavy civil markets. The ideal candidate brings strong technical expertise, proven management experience, and the ability to drive efficiency, safety, and profitability across the division.

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### ESSENTIAL JOB FUNCTIONS:

- Lead, manage, and develop a high-performing team of project managers, estimators, and field personnel.
- Oversee full project lifecycle—planning, budgeting, scheduling, staffing, execution, and closeout.
- Build and maintain strong relationships with private-sector clients, engineers, and partners.
- Ensure all projects meet company standards for safety, quality, and operational excellence.
- Oversee department financial performance, including forecasting, budgeting, cost controls, and margin management.
- Drive strategic growth initiatives and support business development efforts.
- Review and approve estimates, bids, and change orders.
- Utilize Heavy Bid, Heavy Job, HCSS, and related construction management tools daily.
- Collaborate with executive leadership to align division goals with companywide objectives.

### SKILLS, KNOWLEDGE, QUALIFICATIONS & EXPERIENCE:

- **10+ years of experience** in heavy civil or private-sector construction.
- **Bachelor's Degree in Civil Engineering** (required).
- Extensive experience with **HCSS, Heavy Job, and Heavy Bid**.
- Strong understanding of excavation, utilities, sitework, and general heavy civil operations.
- Demonstrated success managing large-scale projects, budgets, and diverse teams.
- Excellent leadership, communication, and client-relationship skills.
- Ability to operate independently, make high-level decisions, and drive team performance.

## **EMPLOYEE BENEFITS:**

- Company Vehicle
- Comprehensive Medical, Dental & Vision
- Life Insurance
- Paid Time Off
- Paid Holidays
- Voluntary Long- and Short-Term Disability
- Voluntary Supplemental Life
- 401K with Discretionary Employer Match
- Aflac Supplemental Plans
- Flexible Spending Accounts
- Employee Assistance Program
- Discounts on Auto & Homeowner's Insurance through New Jersey Manufacturers

***All positions within The Earle Companies have potential for advancement through our fully structured Career Development Program. We place a very strong emphasis on identifying High Profile Employees to help them advance up their career ladders. Those who possess the drive to succeed will be given the necessary tools for education and advancement.***