

Branch Manager

McLemore Building Maintenance, Inc. - Houston, Texas Area

Job Description

Rapidly growing service company is seeking highly effective entrepreneurial manager.

The Branch Manager is responsible for managing our commercial cleaning operations for the Houston and surrounding Gulf Coast area. The Branch Manager will work through 4-5 subordinate Route Managers, each of whom will have designated accounts within the Branch Manager's account base. Our client account relationships are contractually based, and as such have defined budgets for hours worked, wage expenses, supply expenses and profitability.

The successful Branch Manager will:

- Manage labor and other expenses to predetermined targets
- Manage branch personnel to increase revenue by providing add-on project work and additional services
- Generate added revenues by acquiring new accounts
- Ensure work quality is maximized to maintain and grow account base
- Maintain close professional business relationship with accounts
- Manage an effective succession plan to insure all Branch positions are properly staffed
- Manage the training and development of Branch staff

(This is a partial listing of responsibilities)

Desired Skills & Experience

Required Skills

- Experience in managing to a P&L
- Must be able to communicate clearly and frequently both verbally and in writing, both up and down the chain of command as well as laterally
- Ability to develop a fiscal budget and manage to meet or beat that budget
- Skilled in hiring, firing and delivering effective performance feedback
- Skilled in establishing performance metrics and managing to exceeding those performance metrics
- Skilled in using technology to grade and manage a quality inspection program
- Proven skills to develop and manage safety programs
- Experienced in building, managing and leading a high-performance team
- Bi-lingual in English and Spanish is a PLUS

Experience / Tenure

- Minimum of 5 years with past employer
- Track record of increasing levels of responsibility

Competencies

- Exceptional attention to detail
- Build, maintain and motivate an effective team
- Advanced organizational skills
- Can effectively manage multiple priorities
- Highly customer service driven

Company Description

McLemore Building Maintenance was founded in 1970 and is celebrating its 41st year in business in 2011 thanks to the dedication of our team who earn our clients' business each and every day. As a family-owned and operated organization, our team has grown to include over 1,000 employees who provide janitorial/custodial and facility support services to clients throughout Texas, Louisiana, Arkansas, and Colorado at over 850 locations. We have a very strong management team with an average of over 10+ years' tenure. As a debt free, privately-held company, McLemore has developed its business through long-term customer relationships combined with steady growth.

To Apply:

Email your resume to cscherer@mbminc.com

Additional Information

Posted:	November 21, 2011
Type:	Full-time
Experience:	Mid-Senior level
Functions:	Project Management, Quality Assurance, Management
Industries:	Facilities Services
Compensation:	High 5 Figure Base + Perf. Based Incent.