



Job Description

Yard Foreman

Company:

Bill's Fence Company

Cabot, AR

Overview

The ideal candidate would have either previous experience installing fences and the knowledge of fence components (or) have previous experience managing a material storage yard. Diligent and motivated leader to oversee our material/equipment yard and shop. The Yard Foreman will be working side by side with other employees. Hands-on position in an outside environment.

Spanish speaking is a plus (or other ways to communicate) for this position.

The Yard Foreman will supervise personnel, oversee the management, maintenance modification, and repair of used equipment, while ensuring the efficiency of operations and enforcing safety regulations. To ensure success, you should be highly organized and have excellent communication skills. Ability to train, guide, coach, resolve issues and serve as a liaison between subordinates and upper management is a must.

Ultimately, a top-notch Yard foreman should be able to anticipate and address hindrances to operational efficiency. Have a strong working knowledge of equipment operations and mechanical functions. Solid yard management knowledge along with leadership skills in a specialized repair environment. This is a working position that requires the supervisor to monitor quality and manage the Yard/Shop Crew.

ROLES & RESPONSIBILITIES

- Inventory Management / Cycle Counting (All Types of Fence Material)
- Welding and Fabrication
- Inspect, repair, and maintain machinery, equipment, and facility in safe, good working condition.

- Prepare and complete orders for shipment. Assist with coordinating and directing shipments.
- Maintain an orderly, clean, and safe yard and shop while continually improving yard procedures, processes, and effectiveness.
- Set goals for performance and deadlines that comply with the company's plans and vision.
- Organizing workflow and ensuring that employees understand their duties and/or delegated tasks.
- Monitor employee productivity and provide, guidance, constructive feedback, and coaching
- Receive and resolve problems and complaints.
- Maintain timekeeping, personnel, safety, equipment, and inspection records along with promoting a Drug Free Workplace Program.
- Train new employees.
- Ensure adherence to safety, legal and company policies and procedures.

Key Skills:

- **Leadership:** Take ownership of the role and be comfortable making decisions without guidance, as well as keeping level headed during busy times and possible emergencies.
- **Shop Knowledge:** Must have working knowledge of metal shop fabrication equipment and expertise in welding, as well as the ability to read and interpret fabrication drawings and specifications.
- **Work Progress/ Employee Management:** Must assign employees to ensure shop work is completed on schedule under overlapping deadlines.
- **Organization:** Must develop and manage systems that ensure shop materials stay organized and accounted for.
- **Team Building:** This position is a member of our management team and the supervisor is expected to maintain the positive morale of the shop crew and foster positive relationships between employees and management.
- **Communication:** Expected to provide clear communication to management and subordinate employees regarding the status of projects and the steps needed to accomplish key milestones.

QUALIFICATIONS & REQUIREMENTS

- 3 years + supervisory experience.
- **5 years + Fencing experience.**
- ***Absolutely must be able to operate heavy forklifts. Skilled forklift driver, 36,000 lb Lift***

- ***Mechanical, welding, heavy equipment, and transportation background***
- Familiarity with safety, legal and required guidelines of the field.
- Excellent communication, interpersonal, customer service skills.
- Outstanding organizational, problem solving/conflict resolution and leadership skills.
- Strong work ethic.
- Ability to work inside/outside in fluctuating weather conditions.
- Computer proficient with good knowledge of MS Office.
- High School Diploma or equivalent
- Class A CDL a plus

Benefits:

- 401(k) matching
- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Vision insurance

Salary: Competitive salary based on experience

All applicants must have a clean background, be able to pass a pre-employment drug screen, and hold a current, valid Arkansas driver's license that has not been suspended within the past seven (7) years.