



Shop Manager

Consolidated Construction is an award-winning Design Build General Contractor headquartered in Appleton, Wisconsin. We are currently seeking to hire a **Shop Manager** to manage logistics and repair of our company fleet of vehicles and equipment, and maintain adequate and proper inventory of consumables and supplies. In addition to our requirements that he or she be organized, proactive, and mechanically inclined, qualified individuals will illustrate prior experience of professionalism, efficiency, and improved processes in the workplace.

Duties include and are not limited to:

- Maintenance, repair, and scheduling of company vehicle fleet, including vehicles and heavy equipment.
- Inventory management (tools, materials and equipment)
- Responsible purchasing of equipment, tools and materials
- Daily supervision of shop and yard staff (mechanics and drivers)
- Coordination and pre-planning of vehicle and equipment needs with job site management.

Skills:

- CDL required
- Basic Computer skills including Microsoft Word required
- Must understand and have experience with DOT requirements and inspections
- Welding experience preferred
- Supervisory Experience preferred
- Inventory experience preferred

Please submit a Resume and Cover Letter to: tlapointe@consolidated-const.com or 4300 N. Richmond St., Appleton, WI 54913, attention Human Resources. All correspondence should be received by November 20th, 2011. Consolidated Construction Co., Inc. is an Equal Opportunity Employer.

Your Vision. Our Passion.™

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