

## Construction Materials and Drilling Manager



### Who we are:

NTS Environmental Science and Engineering is a leading provider of comprehensive environmental services, offering consulting, engineering, engineering support, and data management solutions to a diverse clientele in northern Minnesota's Iron Range region. Our company has an employee-driven culture that promotes professional development and growth. We prioritize integrity, safety, client-focus, and excellence in all aspects of our work. We provide competitive pay based on experience level, a comprehensive benefits package, flexibility, and ample opportunities for advancement.

### Position Description:

NTS is seeking a manager of construction materials testing and geotechnical/environmental drilling! Primary accountabilities include, but are not limited to:

- **Project Management**
  - Identify and pursue new opportunity for growth in current and prospective markets.
  - Seek out and respond to bid requests in accordance with specifications.
  - Collaborate with other PM's and project staff to pursue a multi-disciplinary and team-based approach to business development.
  - Assemble and lead project-specific teams for multiple projects, delegating project tasks based on individual's strengths, skill set, and experience.
  - Create and manage the project budget and complete monthly billing in an accurate and timely manner.
  - Ensure products and services have gone through quality control procedures and meet the quality expectations of the Client and NTS.
  - Perform same duties as field technicians when needed.
- **Management**
  - Oversee the daily operations and personnel in the construction materials and drilling departments, identifying areas of improvement and implementing solutions.
  - Manage the construction materials and drill department budgets, reporting monthly to the Operations Committee.
  - Lead and mentor the construction materials and drill teams.
  - Reinforce the NTS safety culture through modeling and prioritizing a safe working environment for project teams.

### Qualifications:

- 10+ years' experience as a Construction Materials Technician with knowledge of both rotasonic and hollow stem auger drilling methods.
- Experience preparing and maintaining a budget.
- Excellent leadership and interpersonal communication skills.
- Proficiency with MS Office software including Excel, Word, and Outlook.

- Ability to work outdoors in a variety of conditions and lift 50 pounds regularly throughout the day.
- Valid driver's license with clean driving record.

**Apply by email to:**

Northeast Technical Services, Inc.  
Attn: Justine Henry  
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