



Job Posting

Position: General Manager

Location: Cleveland

Job Summary:

The individual will have direct overall responsibility for all aspects of the Administration, Operation, and Commercial end of the facility. She/he is responsible for monitoring and ensuring the Company's compliance with stated goals, objectives, procedures, as well as liaise with external parties such as customers and regulatory authorities.

Key Responsibilities:

- Establishes, maintains, and ensures safe working environment for all employees, equipment, customers, and cargo in Company's care and custody. Reviews all Company safety requirements and compliance issues with Safety Director, Maintenance Director, Vice-President of Operations, and other management personnel, as appropriate.
- Works with corporate office to negotiate company contractual agreements with the Port Authority, Employee Union(s), Customers, and Vendors, as directed.
- In conjunction with the corporate office, hires, assigns, and supervises management personnel to provide adequate staffing for quality provision of all Company services. Monitors performance and conducts ongoing evaluations of personnel in all departments.
- Identifies all training requirements, directs and coordinates in-house training programs, and provides requisite resources and support to department managers to ensure adequate training of all employees for assigned duties.
- In conjunction with the corporate office, performs and directs sales, marketing, and public relations efforts. Establishes Company rate-pricing parameters based upon overall operating costs, profit margins, goals, and continual market analysis. Maintains strong liaison with customer base.
- Reviews monthly financial statements prepared by corporate offices and assists corporate office with monthly business analysis and annual budget development. Reviews same with management personnel, as necessary, in order to ensure that established fiscal goals are achieved and maintained.

- In conjunction with the corporate office, establishes Company purchasing policies and procedures. Oversees facility purchases to ensure budgetary compliance; authorizes purchase orders requests for amounts under \$5,000. Reviews and approves all invoices sent to corporate accounting offices for payment.
- Reviews, resolves, and responds to all issues of real or potential claims against the facility, as well as all incidents of service failure or other non-conformance to established policies and procedures.
- Develops and implements methods for improvement of productivity at all levels in accordance with the management team.
- Reviews, determines, and coordinates all operational requirements and negotiates major capital investment purchases with corporate office, as required.
- Participates in and resolves labor grievance issues, as appropriate and in conjunction with the Vice-President of Operations.
- Maintains membership in local trade organizations and attends related social, trade, and technical conferences and seminars in the promotion of the facilities interests and business endeavors.
- Sits as an employer trustee on ERISA Pension and Health and Welfare trust funds.

Requirements:

- High school diploma (College Diploma is preferred)
- 8+ years of experience in Marine Terminal Operations or related management experience
- Prior experience working with collective bargaining agreements and managing union labor is highly preferred
- Ability to build strong customer relations with clients
- Negotiation and problem solving skills are essential

Relationship and Accountability:

- Accountable to Vice-President Operations, FMT Inc.

Federal Marine Terminals, Inc. offers a competitive total compensation package and opportunities for growth and development. Please apply by sending your resume and cover letter to resumefmt@fedmar.com and quote the position, **General Manager**, in the subject heading of your email. FMT is an equal opportunity employer.