



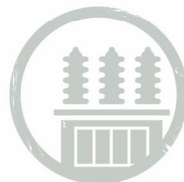
Inspection Services Support Manager

Summary/Objective

The Inspection Services Support Manager supports EDM's utility inspection services including, but not limited to, construction inspections and observations, virtual asset inspections, asset inventories, construction quality assurance and quality control, and right-of-way assessments. This position will be responsible for project specific resource allocation and will be highly involved in business development programs.

Essential Duties and Responsibilities:

- Has a leadership role and participates in inspection services business development efforts.
- Works closely with project owners/supervisors/clients providing support and aspects of project management on multiple projects.
- Performs project start up management.
- Responsible for project specific staffing and resource allocation.
- Works closely with HR Coordinator and subcontractors to manage employee recruitment, onboarding, retention, training, development, and technical support.
- Identifies resource requirements and skill sets to meet company and client needs.
- Develops client-specific training modules and conducts training.
- Develops project-specific manuals (software utilization, pictorial guides, etc.)
- Develops training-related quality assurance/quality control (QA/QC) processes.
- Interfaces with GIS team for data support, deliverables, reports, analytics, etc.
- Develops and manages Key Performance Indicators (KPI's), incentives, and reporting to measure and track project performance and progress.
- Manages work quality and productivity to ensure performance and schedule objectives are met or surpassed.
- Develops and performs QA/QC of completed or in-process inspection services work.
- Acts as a liaison/point person for client, as needed (e.g., ad hoc requests, reporting, dispatching, etc.).
- Assists in software solution requirements and user acceptance testing.
- Identifies opportunities to improve safety and follows through to implementation.
- Identifies and supports career development opportunities for individuals and the team.
- Addresses and resolves client and employee concerns and team challenges.
- Assesses, coaches, and supports virtual inspection staff to fulfill job duties and expectations.
- Identifies opportunities to integrate technology for improved efficiency and execution.
- Performs virtual and field assessments, inspections and inventories of utility assets, infrastructure, and related right-of-way conditions as warranted.





Qualifications/Experience:

- Bachelor of Science Degree in scientific/technical field or related discipline required
- 15 + years of experience in transmission and distribution inspection/assessment related services required
- Significant supervisory and management experience required
- Project management experience a plus
- Ability to read maps, prints, and diagrams
- Proficient with basic computer skills (e.g., Microsoft Office applications)
- Collect and enter data on handheld devices and use GPS navigation
- Exceptional written, verbal, and interpersonal communication skills
- Proficient in employee training and development
- Skilled supervision, management, and support of a diverse and dispersed work force
- Proven leadership ability and ability to support and inspire others
- Capability to develop and maintain a high level of team employee engagement
- Ability to effectively resource personnel for client-specific projects
- Ability to develop and manage budgets
- Ability to work independently and as part of a team
- Strong problem-solving abilities and decision-making skills
- Ability to multi-task and be detail-oriented
- Ability to work alone and outdoors in various weather conditions and terrain
- Thrives on adaptation, continuous learning, and training
- Working knowledge and understanding of utility safety protocols a plus
- Excellent time management skills and the ability to plan and prioritize work
- Valid drivers' license and satisfactory driving record

Competencies:

- Results Driven
- Adaptability & Dealing with Ambiguity
- Customer Focus
- Leadership, Coaching, Developing & Mentoring
- Problem Analysis & Critical Thinking
- Process Management
- Approachability



Special Requirements - Pre-employment checks will require satisfactory results of the following screens:

- Background Check
- Motor Vehicle Driving Record
- Drug Test (including controlled substances)
- Education and Employment Confirmation
- Reference Checks

Supervisory Responsibility:

- This position will be responsible for supervising virtual inspector/inventory personnel.

Work Environment / Physical Demands:

- This job primarily operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.
- This job may also involve work in an outdoor field environment; vehicle and foot patrol of utility power lines; work in remote locations as well as urban, city environment; physical demands and travel from site to site, including walking/hiking on various surfaces including flat, dry, wet, slippery, uneven, rough, steep terrain, hills and slopes; exposure to noise, dust, grease, and all types of weather and temperature conditions; exposure to hazardous traffic conditions.
- This position requires wearing Personal Protective Equipment (PPE) when working in an outdoor environment or as required by the company and/or client.
- Physical requirements include walking, sitting for long periods of time, manual dexterity, hearing, seeing, lifting, and driving a motor vehicle. The employee must occasionally lift and/or move up to 25 pounds. The noise level in the work environment is usually quiet.
- The employee must have sufficient physical ability and mobility to work in a field environment; to walk, stand, sit, and operate a motor vehicle for prolonged periods of time; to frequently stoop, bend, kneel, crouch, climb, reach, twist, grasp and make repetitive hand movement in the performance of daily duties; carry, push and/or pull light to moderate amounts of weight (5 to 10 lbs.); to operate assigned equipment and vehicles; ability to verbally communicate to convey and exchange information; ability to see and hear in normal range with or without correction; and operate assigned field equipment.

Position Type/Expected Hours of Work:

- This is a full-time exempt/salary position
- Must be willing to travel, including overnight

Other Duties:

The above job description is not intended to be an all-inclusive list of responsibilities and performance standards of the position. Incumbents will perform other job-related duties as assigned.

Salary Range: \$55,000 - \$95,000 Annually

Benefits Include:

- Health Insurance (Vision, Dental, and Life Insurance)
- STD / LTD
- 401(k) Company Matching

- Paid Leave (Holiday, Vacation, Sick, etc.)
- Wellness Program
- Opportunities for advancement
- Tuition Reimbursement
- Relocation benefit packages are considered for ideal candidates

About EDM

An employee-owned corporation, we're a fun, smart, and talented group of people who genuinely enjoy our work and make a difference! Whether it's engineering, asset management, geospatial, wildfire mitigation, or environmental solutions, we support our utility clients in positive and innovative ways, to contribute to society and sustainably manage and protect the natural environment.

EEO Statement

EDM is an Equal Opportunity Employer.

To Apply: Upload resume and cover letter on Indeed OR, to apply by email, see instructions on EDM website at: <https://edmlink.com/careers> Please send a cover letter and a resume to jobs@edmlink.com