



DESIGN | BUILD | BEYOND

At Willmar Electric Service we are People Making a Difference for People.

We are looking for relatable people who crave structure and punctuality. Who lives by the “Golden Rule” and is seeking an employer who is going to recognize you for the value you bring to the company and cares about you as a person, not just a number.

We are a design-build Electrical Contractor seeking construction management graduates who want to experience how a sub-contractor works in the construction industry. Our LEAN philosophy along with our Brand Promise gives the interns a unique look at how a contractor can out-perform the norm of the industry.

If you have the desire to learn and grow, you will have opportunities for advancement with Willmar Electric Service. As we grow and prosper, we want you to grow and prosper with us.

Willmar Electric Service is a 4th Generation Family Owned Company who started electrical installation in 1920.

Willmar Electric Service is accepting applications for a Construction Manager in Willmar, MN.

Salary Range: \$20.50 to \$22.00 an hour

Job Summary:

This position supports the Project Manager, General Superintendent and Foreman with the oversight, coordination and other duties needed for the successful management of projects.

Essential Functions:

- Support and participate in pre-project and post-project meetings.
- Complete administrative paperwork and reports.
- Attend weekly project planning meetings, as directed by Project Manager.
- Attend and participate in Project Manager and Foremen meetings, as directed by the Project Manager.
- Support the General Superintendent's onsite Planning Rhythm: 3-week plans, task plans, and daily goals.
- Obtain electrical permits and other permits as required.
- Assist Project Manager with project reports, including but not limited to: monthly Cost to Complete; Quality Control Procedures; and development of project schedule.
- Prepare takeoffs and gather information for proposals, change orders, and estimates.
- Maintain project files on tool lists, assured grounding, submittal drawings, punch lists, and other items.
- Demonstrate the ability to adapt to changing priorities or demands, including performing other duties for your supervisor, as assigned.

Minimum Qualifications:

- Understand contracts, construction documents and specifications.
- Proficient in computer programs: Accubid ChangeOrder, Procore Microsoft Word, Excel and Outlook.
- Ability to communicate effectively (to meet the standard of the supervisor) in written and verbal arenas.
- Completed OSHA10 hour class.
- Demonstrate the ability to work effectively on multiple projects/agendas to deliver a high-quality product.

Preferred Qualifications:

- Hold and maintain an electrical apprentice, journeyman or master license.
- Construction Management Degree

Benefits:

Here at Willmar Electric Service, we offer over 30 different benefits for our team members.

Paid Time Off

- Paid Vacation/Sick Time
- Paid Holidays
- Paid Jury Duty
- Paid Bereavement Leave

Health and Wellness

- Adoption Benefit
- YMCA/Gym Benefit
- Company Gardens
- Health/Wellness Programs
- Mentorship Program

Financial Security

- Identity Theft Protection
- Generous 401K with Match
- Profit-Sharing
- Flex/Dependent Care
- Short Term Disability and Accident Insurance
- Life Insurance
- Medical Bridge Insurance

Education

- Paid Continuing Education
- Apprenticeship Classes/GI Bill
- OSHA10
- Paid Safety Training

Helping the Community

- PTO Bonus for Volunteering
- Financial Support for Community Events
- Monthly Charity Donations

Insurance offerings

- Health Insurance
- Health Savings Account
- Dental Insurance
- Vision Insurance

Work Programs

- Paid Tool/Clothing Reimbursement
- Referral Bonus
- Advancement Opportunities
- Merit-Based Bonus
- Technology for Project Documents
- Vehicle Allowance (Superintendents and Project Managers)

Educational Scholarships

- K-12 Christian Education
- Dependent Continuing Education
- ABC Continuing Education
- Ridgewater College
- Local High School

Applications can be completed online at <https://willmarelectric.com/careers/>

We aim to provide incredibly efficient and innovative solutions that extend far beyond what you'd expect from an electrical service company.

We are seeking someone who knows that profit is essential to a business and will do their best to be efficient in their day to day work so that the company can continue being a business of "People making a difference for People".

If you feel that this job fits you, we would love to meet you. Please fill out our application at <https://willmarelectric.com/careers/>

Applicants are subject to a background check. EOE

For questions contact, Jill Baker at 320-262-5410.