

Team Lead Site Management

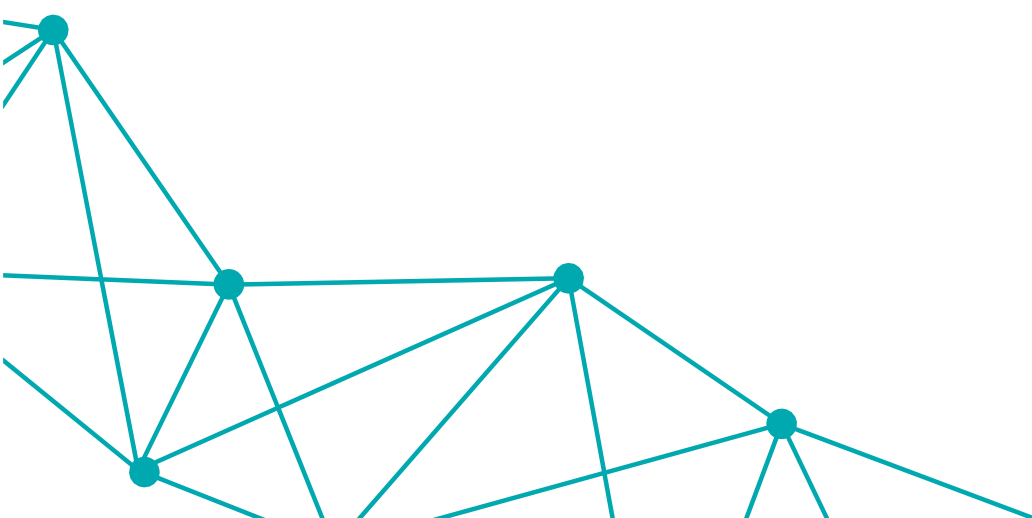
Fulltime | Kennesaw, United States

WHO WE ARE

At KNAPP (pronounced K-NAP, not Nap!), we “Make Complexity Simple” by offering intelligent solutions for digitizing and automating everything from production and distribution to the last mile and stores. We are the customer’s value tech chain partner, which means partnering with the customer to create the most value within each link in their supply chain. Leveraging the latest software, AI and Robotics technology, we continue to disrupt the logistics automation industry for the world’s industry leaders in grocery, healthcare, retail, e-commerce, apparel & manufacturing. We are a global company with our US headquarters located just North of Atlanta in Kennesaw, GA. KNAPP specializes in automated solutions for both WMS (Warehouse Management Systems) and WCS (Warehouse Control Systems) for B2B (Business to Business) and B2C (Business to Consumer) customers. We are a growing company of over 7,200 employees worldwide and in over 50 countries that is privately held, with 7% of our revenue reinvested in R&D, ensuring a strong and vibrant future! Join us and see how you can help change the world! For more information, visit www.knapp.com.

WHAT YOU GET TO DO

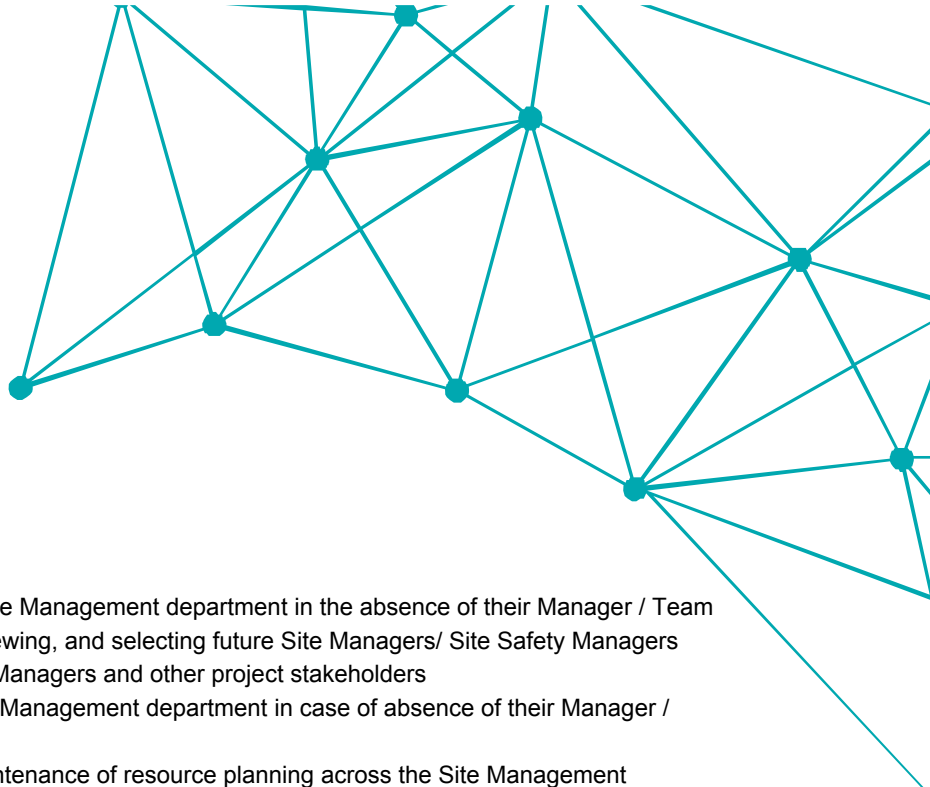
The Team Lead Site Management (TL SM) is responsible for the organizational and disciplinary management of all assigned direct reports. The TL SM is responsible for ensuring team members follow processes and instructions regarding all project metrics including safety, quality, schedule, and customer satisfaction as it is related to the On-Site Phase. TL SM assists the Manager Site Management with department related topics as needed. TL SM will also lead projects independently and takes over the role of his direct reports on certain projects, as needed.



Essential Functions and Responsibilities:

- The TL SM represents the interests, tasks, and responsibilities of their assigned direct reports and makes operational decisions independently
- Ensures compliance with Knapp processes
- Demonstrates intermediate to advanced knowledge of all tools and documents needed by the Site Management department and capability to train team members on them
- Conducts regular project site visits to support Site Managers and evaluates project safety, schedule, leadership and quality expectations, as per KNAPP process
- Capability to oversee Site Manager tasks and lead projects in case of illness, vacation, or lack of resources
- Reviews planning documents for site projects
- Ensures kick-off meetings are held and attends regularly
- Holds weekly project meetings and continuously monitors project progress, escalating if there are deviances
- Maintains frequent communication with team members
- Provides regular status updates to project and department management
- Reviews all project-related reports and documents from team members regarding quality and accuracy, forwarding to department management
- Monitors and ensures compliance with Knapp safety guidelines and customer site rules
- Initiates actions and verifies achievements of project goals
- Assesses project finalization tasks
- Rates projects and participates in Quality Gate 5 for lessons learned review
- Organizes and verifies training of team members
- Creates and maintains Site Management templates
- Collaborates on management of internal projects and interfaces with different departments as needed
- Maintains projects by due date, costs, and quality
- Responsible for organizational and technical management of the direct reports, with the following responsibilities:
 - o Authorization to sign or approve (e.g., expense reports, travel itineraries)
 - o Approval of time off, vacation
 - o Conducting the (annual) appraisal interviews with the team members
 - o Serves as responsible party for continuous improvement development (training, coaching and mentoring) to ensure compliance with all applicable internal and external requirements pertaining to OHS
 - o Creates and reviews procedure and training materials for compliance
 - o Schedules and assigns team members to achieve and optimize the success of projects, particularly based on the qualifications of the team members





- o Supports other team members of the Site Management department in the absence of their Manager / Team Lead
- o Assists with recruiting, interviewing, and selecting future Site Managers/ Site Safety Managers
- Serves as liaison between assigned Site Managers and other project stakeholders
- Supports other team members of the Site Management department in case of absence of their Manager / Team Lead
- Assists with project assignments and maintenance of resource planning across the Site Management department
- Ability to focus on overall goals while facing project challenges
- Willing to travel often and work flexible hours based on project needs (e.g. night shifts or weekends)
- Ability to manage conflicts and mentor team members in the event of escalations or conflicts on job sites
- Ability to lead, motivate and encourage team members to reach defined goals
- Ability to recognize, troubleshoot and resolve project problems regarding the Site Management position

WHAT YOU HAVE

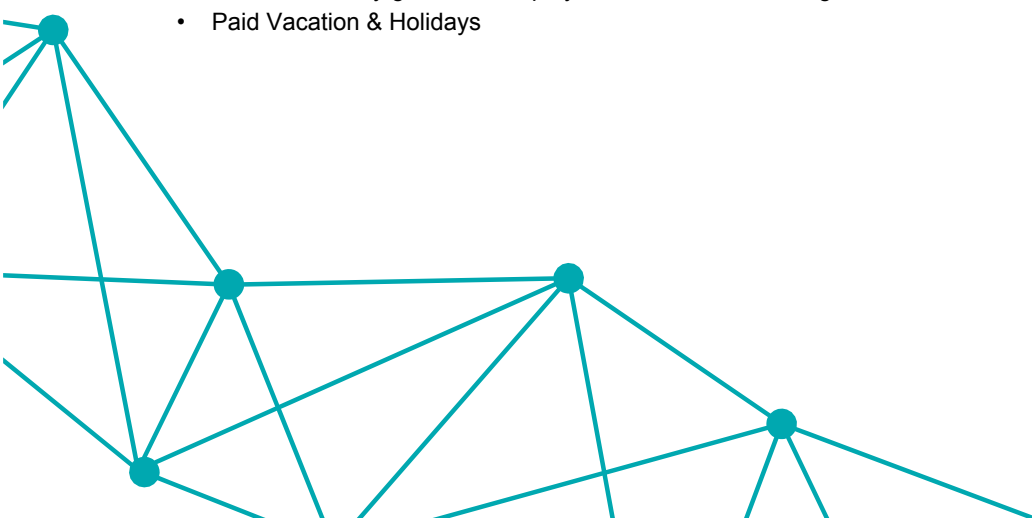
- Minimum 10 years' experience in a relevant industry or service, with at least 3 years in a site safety management or equivalent role
- Effective oral and written communication skills
- Possess the ability to work independently and on customers' sites

Working Conditions and Environment:

- Frequent Travel required, up to 100%
- Professional office and customer site etiquette is required at all times
- Physical requirements may include: sitting, squatting, walking, reaching out to arm's length, reaching overhead, lifting up to 50 pounds, and reading

WHAT YOU WILL GET

- Industry competitive compensation
- Great benefits with better than average employer contributions, including health, dental, vision, life insurance, Flexible Spending Accounts, Short & Long Term Disability and more!
- 401k with a very generous employer match and no vesting!
- Paid Vacation & Holidays



- Profit Sharing
- Paid Parental Leave
- Subsidized Daycare
- Tuition Reimbursement
- Pet Insurance
- Corporate Social Responsibility including recycling, sustainability and volunteering

KNAPP is an equal opportunity employer. We are committed to a work environment that supports, inspires, and respects all individuals without discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity, age, national origin, veteran, disability status or any other basis protected by law.

Due to the safety-sensitive nature of this position, strict adherence to KNAPP's drug-free workplace policy is required. All candidates will be subject to drug-screening in accordance with the policy and will be expected to remain drug-free during their employment. There will be no exception if recreational or medical use of marijuana is permitted in the location of employment and/or residence or if use of marijuana is only during "off-hours."

