



ELECTRICAL / INSTRUMENTATION MANAGER

Rock Springs, WY

Tarpon Energy Services LLC is searching for an Electrical/Instrumentation Manager to join our team in Rock Springs, WY. Tarpon Energy Services is a fast-growing company specializing in Electrical, Instrumentation and Construction Services for the oil and gas industry. Reporting to the General Manager, the E/I Manager is accountable for all aspects of branch operations, customer service and the delivery of branch results consistent with Tarpon's operational expectations.

DUTIES AND RESPONSIBILITIES

Key responsibilities may include, but would not be limited to:

- Management of all aspects of branch operations including scheduling of work and productivity, efficiency, cost control, preventative maintenance, housekeeping, inventory levels, ensuring full compliance with corporate policies and procedures.
- Analyze internal processes, identify potential opportunities for increased efficiency and make recommendations to meet compliance and/or streamline work.
- Ensure facility operations are conducted in accordance with corporate policies and procedures.
- Develop and manage relationships and customer contacts, facilitating customer service and satisfaction.
- Participate in the implementation of new business opportunities and service additions.
- Ensure that the integrity of the pricing structure is maintained.
- Participate in the preparation of detailed annual operating budgets.
- Provide leadership to operations staff, in particular, electrical & instrumentation supervisors and technicians.
- Ensure the consistent delivery of high quality service in the branch to meet or exceed client expectations and service standards.
- Provide quick and effective responses and resolution to client complaints ensuring that the problem resolution standards are understood and followed by all staff within your area of responsibility.

REQUIRED SKILLS, ABILITIES AND EDUCATION

The ideal candidate will be knowledgeable in MS Office product applications, have 3+ years of supervisory experience and 5+ years of electrical OR instrumentation experience. in the oil and gas sector.

A valid driver's license, pre-employment drug test & felony background check are mandated requirements for hire.

COMPENSATION

Tarpon offers an attractive compensation package that includes a competitive salary, vacation and holiday pay, medical, life and disability insurance along with a 401K program. Tarpon has an open and team-oriented culture that focuses on communication, integrity, innovation and respect. Our employees take pride in their work and are the single most important reason why Tarpon offers superior customer service.

TO APPLY

To apply for this posting, e-mail your resume and cover letter, along with your salary requirement, to twhitaker@tarponenergy.com. You can also apply by faxing your resume/cover letter to 303-412-9958 or submitting by mail to Tarpon Energy Services LLC, 9164 Marshall Place, Westminster, CO 80031. **All submissions must contain the position title in the subject line or header information.**