

IT MANAGER

About C.Herman Construction

C. Herman Construction is a leading general contractor dedicated to building each and every project like it's our own. We pride ourselves on our commitment to exceptional customer service and project excellence. Our market expertise includes multi-family, commercial, interiors, and historic rehab projects. C. Herman Construction is licensed in NC, SC and GA with offices in Charlotte, NC, Wilmington, NC and Charleston, SC.

Who We Are

C. Herman Construction is focused on bringing together team members that share our same mission: To provide quality construction and exceptional customer service through a dedicated partnership approach. We are a culture of passion, teamwork and encourage continued professional and personal growth.

While our projects are large, our team members are our greatest asset, and we pride ourselves on having a close-knit hardworking crew that is like a family. This family mentality is something we are committed to passing along to both our employees, clients, and vendors. As our company continues to grow and diversify, we aim to keep our family small, work hard, have fun, and continue to deliver the same high level of customer service to our clients.

What We Are Looking For

C.Herman Construction is searching for an experienced IT (Information Technology) Manager to join our team. The IT Manager will be responsible for overseeing all aspects of our information technology infrastructure and ensuring that our systems are efficient, secure, and up-to-date. This role will also play a pivotal part in assisting with our infrastructure setup at C. Herman Construction's new corporate office headquarters opening in Charlotte this year. The IT Manager will be based in Charlotte, NC, but will require travel to other offices and job sites across North and South Carolina as needed.

Benefits

We offer an environment that encourages professional and personal growth, an excellent benefits package, and a small close-knit family culture. Join a team that values people and a place where our team members are our greatest asset. Some benefits include:

- Competitive Salary
- Bonus potential
- Health, Dental, Vision Insurance
- Family/medical leave
- Parental Leave
- Company 401K
- Paid Time Off (PTO)
- Half Day Fridays Every Other Friday (May-Aug)
- 8 Paid holidays per year
- Company Outings/Team Building Events
- Employee referral program

Key Job Responsibilities

- **Infrastructure Management:** Manage and maintain C. Herman Construction's IT infrastructure, including networks, servers, and systems.
- **Software and Hardware Maintenance:** Oversee the installation, configuration, and maintenance of software and hardware systems, ensuring they meet the company's needs and standards.
- **Security:** Implement and maintain robust security measures to protect the company's data and systems from cyber threats and breaches.
- **IT Support:** Provide technical support and assistance to employees across the organization, troubleshooting issues and ensuring timely resolution.
- **Equipment Procurement and Setup:** Responsible for ordering and setting up equipment for employees, including computers, phones, and other necessary devices, ensuring they have the tools they need to perform their roles effectively. Work closely with the Director of HR in assisting new hires in set up of this equipment.
- **Vendor Management:** Manage relationships with IT vendors and service providers, ensuring contracts are in place and services are delivered as agreed.
- **IT Strategy:** Develop and implement an IT strategy aligned with the company's goals and objectives, ensuring that technology investments support business growth and efficiency.
- **Training and Development:** Provide training and guidance to staff on IT systems and best practices, ensuring they have the skills and knowledge required to perform their roles effectively.
- **Compliance:** Ensure compliance with relevant regulations and standards, including data protection and privacy laws.
- **Budgeting:** Develop and manage the IT budget, ensuring resources are allocated effectively and projects are delivered within budgetary constraints.
- **Continuous Improvement:** Stay informed about new technologies and industry trends, recommending and implementing improvements to enhance the company's IT capabilities.

Qualifications

- Bachelor's degree in Information Technology, Computer Science, or a related field.
- Minimum of 5 years of experience in IT management, preferably in the construction or related industry.
- Strong technical skills, including expertise in network infrastructure, cybersecurity, and systems administration.
- Experience with construction project management software
- Excellent communication and interpersonal skills, with the ability to work effectively with employees at all levels of the organization.
- Proven leadership abilities, with the capacity to motivate and inspire a team.
- Ability to travel to other offices and job sites as required (Can include travel to Wilmington, Asheville, Raleigh, Charleston, and Myrtle Beach in addition to jobsites in the surrounding counties outside of Charlotte)

TO APPLY

Submit cover letter, resume and a list of proven job experience to careers@chermanconstruction.