



Job Description: Tower Operations Manager

Position Summary

TowerNorth is a rapidly growing wireless infrastructure development firm seeking a **Tower Operations Manager**

The Tower Operations Manager is responsible for ongoing tower operations and maintenance of a growing portfolio of wireless tower sites throughout the US. Candidate must have a minimum of three (3)+ years wireless operations and project management experience including knowledge of industry build standards, tower structural and safety procedures. The individual should also have experience in direct management of vendors, strong organizational skills and the ability to problem solve.

Duties and Responsibilities:

- Oversee the budgeting and planning of all maintenance activities.
- Responsible for the quality of data regarding TowerNorth's tower assets. Completes collection and maintenance of data about the physical structures to ensure accurate, up to date database.
- Identify, document, and ensure that any site safety and compliance issues are corrected in a timely manner and reported to management.
- Manage safety by ensuring structural integrity and regulatory compliance for all assigned assets.
- Oversight and review of Construction Drawings and Structural information on incoming colocation and modification projects.
- Management of FAA lighting/power and trouble tickets.
- Report project status against commitments and keep customer and stakeholders informed
- Act as a point of contact for carrier vendors/GCs and client personnel.
- Ensure assigned workflow is being achieved and that tasks and milestones are being reached on time or ahead of schedule.
- Ensure the successful completion of all project deliverables according to projections and client expectations.
- Ensure safety and quality control requirements at all sites.
- Ensure all site-specific closeout documentation is complete, professional and submitted timely

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Required Qualifications:

- 3+ years of experience with tower operations and site maintenance in the wireless industry.
- Strong knowledge of tower design and structural standards.
- Excellent computer and data management skills.
- Organized with a strong attention to detail and capable of working with minimum supervision



- Must be able to comprehend site construction drawings and develop scopes of work.
- Recognize and provide a safe work site with acceptable quality and efficiency.
- Communicate effectively with wireless carrier clients and subcontractors.
- Willingness to travel to job sites if needed.
- Ability to develop positive working relationships with customers and vendors.
- Resolve conflicts and drive issue resolution with customer and all stakeholders
- Drive resource and logistical needs to stay ahead of project requirements
- Report project status against commitments and keep customer and stakeholders informed

Required Education and Experience:

- Bachelor's Degree or equivalent work experience
- Minimum three years of telecommunications/wireless operations and asset management experience.
- Experience managing project budgets or related financial experience
- Experience with Microsoft Office programs among other software suites.

Supervisory Responsibility:

The Tower Operations Manager is responsible for closely supervising the ongoing maintenance and upkeep of completed telecommunication sites. The Tower Operations Manager will need to be able to identify and manage vendors.

Position Type/Expected Hours of Work:

This is a full-time non-exempt position.

Travel:

- Must possess a valid driver's license and be insurable under the company insurance policy.
- Make regular trips to job sites to monitor progress.
- This position could require travel and extended stays at site locations.

Please send resumes to: Resumes@towernorth.com