



INSULATION • DRYWALL • PAINTING • ROOFING • WRAP • SPRAY FOAM • SIDING

Title: Regional General Manager

Location: 5651 70 St NW, Edmonton

What We Offer

- Competitive compensation and benefits package including RRSP matching.
- The opportunity to contribute to a growing organization with a strong reputation for excellence.
- A professional and collaborative work environment.

Job Overview

We have an exciting opportunity for a **Regional General Manager** to join Empire Envelope in Edmonton, AB. You will oversee operations, from construction management to client relations and team leadership. **You** play a pivotal role in driving the success and growth of our business while ensuring the highest standards of quality, efficiency, and customer satisfaction.

Your day-to-day responsibilities will include:

- Developing and implementing strategic plans to drive business growth and expansion. Identifying new market opportunities and developing strategies to capitalize on them.
- Overseeing all division operations for the Edmonton Region, including project scheduling, resource allocation, warranty/QC and warehouse. Implementing efficient workflow processes and procedures to optimize productivity and minimize costs.
- Providing strong leadership and direction to the team—primarily Divisional Managers, fostering a positive work environment and a culture of excellence. Recruiting, training, and developing managers to ensure a skilled and motivated workforce.
- Ensuring compliance with Empire Envelope's safety regulations and industry standards.
- Managing project timelines, budgets, and resources to ensure timely and successful project completion.
- Coordinating with divisional Operations Managers, Project Managers, and Service/QC Managers to monitor progress and addressing any issues or challenges that arise. Conducting occasional site visits to assess project status and ensuring quality standards are met.
- Developing and managing budgets, forecasts, and financial reports to track business performance.
- Monitoring project costs and expenses to ensure profitability and budget compliance.
- Implementing cost-saving initiatives and efficiency improvements to maximize financial results.
- Conducting performance evaluations and provide feedback and coaching to support employee growth and development.
- Building and maintaining strong relationships with clients, ensuring their needs and expectations are met or exceeded. Addressing client concerns and inquiries promptly and effectively, demonstrating a commitment to customer satisfaction. Seeking feedback from clients to identify areas for improvement and opportunities to enhance delivery of services, in conjunction with the Business Relationship Manager.
- Implementing quality assurance processes and procedures to ensure the highest standards of workmanship and service quality. Monitoring project outcomes and performance metrics to identify areas for improvement and implementing corrective actions as needed.
- Reviewing and executing contracts for projects and performing price negotiation.
- Developing, implementing, and enforcing pricing strategies and policies, leading customer negotiations to achieve targeted margins while maintaining competitiveness and supporting business growth.
- Fostering relationships with key clients, suppliers, and industry partners to support business development efforts.
- Identifying potential risks and threats to the business and implementing risk mitigation strategies.

As our ideal candidate, you are...

- A strong communicator; you clearly express your thoughts in conversation as well as write and present in a persuasive and influencing manner.
- An active listener; you seek to understand and listen to others in a non-judgmental way.
- Mindful; you respect diversity and deal with sensitive situations using high degree of integrity.
- Excellent service oriented; you handle relations with customers, internal and external parties with tact and diplomacy.
- A creative problem solver; you think outside the box for solutions without fear of failure.
- A leader; you develop or improve the skills of others through effective coaching and guidance.

Essential Requirements

- Post-secondary education in Project Management, related field, or equivalent experience.
- Minimum 10 years of experience in the residential construction industry.
- Valid driver's license and access to a reliable vehicle.
- Satisfactory verification of criminal record check.
- Proven leadership experience managing multiple teams or departments.
- Proficient in Microsoft Office programs (Outlook, Word, Excel, Teams, SharePoint and PowerPoint) and Project Management Software or similar.
- Knowledge of building code standards.

What We Value

- Creating trusting and successful working relationships.
- Setting clear, measurable and achievable goals.
- Cooperating with team members in an open, positive and respectful manner.
- Taking responsibility for the outcomes of decisions and actions.
- Consistently meeting customer expectations.
- Staying current on technical job skills.

Work Conditions

You primarily work in an office environment during regular business hours. Travel to sites and work outside of regular business hours may be required.

About Us

Empire Envelope, an established business unit of Qualico, is committed to satisfying customers throughout Alberta as we have been doing already for over 50 years. With operations in Edmonton and Calgary, we service all residential and commercial needs.

Our team is dedicated to being an industry leader and to building long-lasting relationships with customers and their people. We seek to deliver exceptional service, on time and of the highest quality to all our customers. To learn more, click [here](#).

Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reason to come to work every day.

[Apply Here](#)

#empireenvelope