

O&G Industries based in Torrington, CT is recruiting for an experienced **Subcontractor Outreach Coordinator** to support the Building Group. As a leading construction manager and general contractor within the industry, we are dedicated to small business outreach and achieving the highest possible level of diverse business on each of the construction projects we commence.

You are the liaison between the pre-construction team and the subcontractor pipeline. You will manage relationships with subcontractors and handle fast-moving purchase requirements of the Building Group. This means it's important to develop credible professional relationships between O&G Industries and our suppliers to leverage value in partnerships for the long-haul, so we have a ready supply of vetted subcontractors to meet project schedules.

This role will also focus on enhancing the subcontractor pipeline already in place and to developing outreach activities targeting new subcontractors. Also, you will have demonstrated experience promoting and doing business with qualified disadvantaged business enterprises to level the playing field and equal access to the bid process.

The ideal candidate will have:

- Excellent interpersonal and outstanding oral and written communication skills
- Strong attention to detail
- Strong problem solving, communication, collaboration, and negotiation skills
- Proficiency in reading & understanding construction documents
- Advanced proficiency in Microsoft Office and using contract and data management systems
- Spanish language proficiency a plus

Let us know if you are interested in moving from the construction jobsite to joining the team at the corporate office to help us develop a robust subcontractor pipeline.

This position reports to the Chief Estimator.

Please send any cover letters and/or resumes to Madison Blanchard (madisonblanchard@ogind.com) or go to our website www.ogind.com/jobs to fill out an application.

O&G Industries is an Equal Employment Opportunity/Affirmative Action Employer that recruits qualified applicants and advances in employment without regard to race, color, religion, age, gender, gender identity, gender expression, sexual orientation, ethnic or national origin, genetic information, disability, marital status, veteran status or any other status protected by applicable federal, state, or local laws. O&G Industries also prohibits harassment and/or retaliation of applicants and employees based on any of these protected categories.

Women and Veterans of the US Armed Services are encouraged to apply.

We are an E-Verify Participating Employer.