



SBS Forestry Inc.

SUPERVISOR FORESTRY & BUSINESS DEVELOPMENT

JOB DESCRIPTION:

SBS Forestry Inc was founded in 1987 and is a Prince George based consulting business. SBS is majority owned by Sasuchan Development Corporation, the economic development arm of the Takla First Nation. SBS conducts forestry consulting services primarily in the Prince George region including the broader northern half of British Columbia

KEY ROLES AND RESPONSIBILITIES:

You will report directly to the General Manager, your duties will include but not limited to:

BUSINESS MANAGEMENT DUTIES:

- **Business development and Improvement duties**
 - Work on development and implementation of Business Development Initiatives.
 - Participate in annual strategic SBS planning process.
 - Develop and implement projects to meet strategic plan objectives.
 - Developing and implementing business controls and metrics that monitor project and business performance against project budgets.
 - Work with SBS/SDC leadership on specific strategic projects.
 - Identify and pursue new business opportunities.
 - Liaison with current and future clients, develop relations with local first nations and
 - Help identify and recruit key staff

OPERATIONAL DUTIES:

- **Registered Professional Forster (RPF)**
 - Oversight of areas of professional practice
 - Sign and seal required documents
 - Train and mentor



SBS Forestry Inc.

- **Project Management**

- Be responsible for 1 or 2 clients and ensure all field and office work is done to their standards.
- Set day-to-day field activities with a tentative 1-month schedule.
- Solicit work as needed for current field season and future work.
- Client invoicing.

- **Crew Supervision**

- Crew Leaders (2 or 3) will report to you and they will be responsible for their other 3 team members.
- Crew recruitment, hiring and management/discipline.
- Approve time off and holidays.
- Track and manage crew production.
- Responsibility for crew training and recruitment.

- **Client Relations**

- Contract/Prework meetings.
- Managing work schedules to meet client demand.
- Weekly progress reports.

- **Multiphase Field Work**

- Boundary and Road Layout.
- Riparian assessments.
- Eco data collection when needed.

- **Multiphase Office Work**

- Answer any client questions regarding work done.
- Prepare field work for drafting.
- Site Plan writing.
- Cutting Permit Applications.
- LRM data entry.

Please submit a resume, cover letter, and references to jobs@sbsfor.com or through our portal at <http://www.sbsfor.com>