



Project Supervisor

OUTLINE for Project Supervisor:

The Project Supervisor manages crew members assigned to jobs. In addition, the Project Supervisor oversees customer interaction, staff productivity, packing, moving, transportation and assembly of equipment and various commercial services.

QUALIFICATIONS for Project Supervisor:

- Prior moving and storage experience is preferred.
- Strong communication skills.
- Capable of lifting 70+ lbs.
- Available to work six days per week and extended hours, as needed.
- Supervisory experience in office moving services.
- Excellent time management skills.
- Team player and the ability to motivate others.
- Strong communication skills.
- Must successfully pass a criminal background investigation and pre-employment drug test.

DUTIES AND RESPONSIBILITIES for Project Supervisor:

- Assist with project management, reporting directly to the Project Manager.
- Leadership of small to large crews – including drivers, moving helpers, installers.
- Directing of staff, contractors, and crew support.
- Problem solving/troubleshooting/decision-making.
- Work with client's staff to ensure all contractual agreements are met.
- Ensures adherence to all safety policies and procedures.

Able Moving & Storage is a highly respected moving and storage firm located in Northern Virginia. Founded in 1987, Able Moving & Storage is a family owned company, and one of the largest independent moving companies in the Washington Metropolitan Area.

Able's dedicated leadership and employees consistently work to provide the best, most professional, responsive, and safe relocation services available to corporate, government, residential, and commercial clients on the move. In the role of client advocate, Able Moving & Storage brings extensive management, planning, and operations experience in performing the necessary solutions for your firm's relocation needs. Able performs requirements under various contracts with large corporations as well as with the U.S. Government. We are familiar with all requirements necessary to ensure the safe, secure, and efficient packing, transportation, unpacking, and storage for domestic and international relocations.



Moving & Storage

Professional services provided from Able Moving & Storage, Inc. include:

- Household Relocations
- Office and Industrial Moving and Relocation
- Containerized Storage, Receiving & Distribution Services
- Commercial/Office Relocation

Required education:

- High school diploma or equivalent