



Global Convention Services is currently seeking a result-oriented individual to join our team as the **General Manager** of our Alberta operation.

Global Convention Services Ltd. is a family-owned event decorating company, operating since 1989, with eight branches in 5 provinces across Canada. The core of our business features, but is not limited to, trade show décor, event furniture, event electrical distribution, event printing and signage, material handling, shipping, customs and brokerage, and display installation and dismantle services. Global Convention Services Ltd.'s recent acquisition of Superior Show Services has elevated them to one of Western Canada's largest trade show and special event decorators.

The General Manager role will plan, develop, implement, and oversee company initiatives and projects, while working hand in hand with the sales and operations on a daily basis. Based in Calgary, the General Manager will be instrumental in leading our team of Account Managers, Operations Managers, and Installation Technicians providing solutions for all our customers. This individual will split time between two Calgary locations and Edmonton locations.

Our company's recent growth coupled with the recovery of the events industry has made this the ideal time to step into a roll of this nature. With its cross Canada network and well established stable of customers from coast-to-coast Global Convention Services is well positioned to continue its rapid growth moving forward.

Key Responsibilities

- Shaping the Culture – Working directly with the President, the General Manager will play a crucial role in shaping the culture within our organization. This “way of doing business” will guide our interaction with staff, facilities, event partners and the entire industry.
- Building our Team – While our company has already made great strides in developing an excellent team in Alberta”, the General Manager will be instrumental in building the team deeper and stronger. This individual will also play a large role in assisting all members of the team in setting and achieving their professional goals.
- Business Management - provide leadership to both Sales and Operations teams during project planning and execution ensuring a high level of customer satisfaction during the process.
- Project Execution – Being a hands-on leader in delivering our products and services to clients throughout Alberta. We are searching for the right individual who can lead by example and step in at the execution level when the business level requires.
- Building Relationships – Global Conventions Services relationship and reputation within the industry has been one of our focuses since 1989 and would like to spread these values to the Alberta market. Relationships are all about the long game. We are looking for the right person who can develop, foster, and maintain relationships across customers, facilities, staff, and other stakeholders.

Skills and Experience Required

- Minimum 10 - 15 years of relevant project management, event/facility operations and sales experience demonstrating ability to manage and increase business relationships.
- Demonstrated experience managing a team with wide ranging skills and aptitudes.
- Experience in leading a workforce using excellent communications skills as well as goal setting, tracking, and performance evaluation along the way.
- Completed post-secondary education considered an asset.
- Experience with a highly multi-tasked environment.
- Organized with effective time management skills.
- Ability to function under flexible work hours and travel schedules.
- Articulate, excellent interpersonal skills.

If you are looking to be a part of Canada's premier event decorating company, and join our family from coast to coast, please send your resume as well as salary expectations to Careers@globalconvention.ca . Although we appreciate all applicants, only those selected for an interview will be contacted.