

Field Inspector, Contractor Trainer (Vendor Compliance Professional) – Bayonne NJ

Company Overview

First Allegiance is an established, woman-owned, property preservation firm located in Bayonne, NJ. We provide a wide range of services on bank-owned properties throughout the United States. First Allegiance is a forward thinking company with a reputation for creativity, quality service, and professionalism. We are a growing company with a deep appreciation for excellence in employee performance. Please visit [www.firstallegiance.com](http://www.firstallegiance.com) to learn more.

Job Responsibilities

The Vendor Compliance Professional will use independent discretion and judgment in order to hire, terminate, train, manage and retain outside vendors in their performance of repair and related property preservation services on behalf of the Company. For this position, the candidate must be able to accomplish various tasks including:

- Inspect the work of outside vendors to ensure it meets customer requirements and industry standards
- Determine the scope of work for outside vendors
- Manage and oversee the performance of outside vendors
- Negotiate and approve work orders
- Negotiate and agree to pricing with outside vendors
- Develop and implement policies and procedures relating to outside vendors and field services
- Develop and implement training for outside vendors to perform repair & property preservation services
- Authority to modify requirements and specifications for outside vendors' services
- Approve payment for outside vendors' services based on assessment of work performance
- Terminate the services of outside vendors, when necessary
- Work closely with Senior Operations manager on strategic initiatives
- Available for presentations and meetings upon request
- Work within tight deadlines and under multi-tasking conditions

Job Requirements

- 3 to 5 years prior field and/or vendor management experience
- Position involves heavy daily driving between properties throughout Northern New Jersey
- Familiarity with industry standards for repair and related property preservation services
- Ability to manage others
- Strong communication and negotiation skills
- Problem solving skills
- Ability to read, analyze and interpret customer contract requirements
- Ability to interpret, explain and enforce instructions in written, oral, diagram or schedule form
- Ability to maintain confidentiality of information (i.e. pricing and customer contractual terms)
- Attention to detail; organized

### Package Overview

- Competitive salary commensurate with experience
- Paid Time Off plan that grows with longevity; paid holidays; perk programs
- Medical, dental, and vision offerings (with employee contributions)
- Medical and dependent care FSA offerings
- Matching 401(k) retirement offering
- Team building and employee appreciation events

Please email your resume with preferred salary range to [recruiting@firstallegiance.com](mailto:recruiting@firstallegiance.com).

*Additional Keywords: vendor management, sales, business development, estimator, estimate, real estate, property management, property preservation, reo, real estate, default, construction, field, inspector, inspection, inspections, adjuster, closing, closings, appraisals, appraise, drive, driver, realtor, agent, broker, Staten Island, Jersey City, Hudson County, quality control, assurance.*

*Equal Opportunity Employer: As an equal opportunity employer, our employment practices are in accordance with the laws that prohibit discrimination due to sex, race, religion, creed, color, national origin, ancestry, physical or mental handicap or disability, medical condition, marital status, sexual orientation, sexual identity, sexual expression, genetic composition, familial status, domestic partner or civil union status, veteran's status, age or any other basis made unlawful by federal, state or local law or ordinance or regulation.*