

REILLY PARTNERS
COMPANY, POSITION & PERSON PROFILE

ULINE
DIRECTOR OF FACILITIES



Reilly Partners advises the company on the basis of an exclusive consulting assignment. The following details are for your personal information and should be kept confidential.

The Company

ULINE, Inc., a family-owned enterprise, is a rapidly growing, multi-billion dollar distributor of industrial, packaging and shipping materials to businesses throughout North America. To meet customer demand and generate exceptional growth, the Company has selectively expanded its product line offerings to include a wide array of retail, safety, material handling, industrial and packaging materials. Uline's 600+ page catalogue reaches businesses nationwide, offering thousands of products with quick delivery service.

Headquartered in Pleasant Prairie, Wisconsin, Uline was founded in 1980 by Dick and Liz Uihlein who recognized the need for a local shipping supply distributor. Initially started in the Uihlein family's basement, the Company has steadily grown into a financially strong, multi-billion dollar business with eleven distribution centers (comprising more than 7.5 million sq. ft.) strategically located throughout the United States, Canada and Mexico.

To support future growth and expansion, the Company has formulated plans to nearly double the size of its current facilities footprint over the next several years. These plans include:

- Breaking ground on at least twenty new facilities construction and expansion projects;
- Construction of a second corporate office building at its HQ campus;
- Adding over 6 million sq. ft. of new warehouse space in the US, Canada and Mexico;
- Doubling the footprint of nearly every North American distribution center.

Uline continues to be actively managed by the Uihlein family and, as a result, has established a strong culture built on three core values: *Speed, Passion and Operational Excellence*. These core values are reflected in the Uline Mission Statement:

“We believe good service means offering the finest quality and best selection of products with the quickest service in the industry.

As long-term partners, we hope to exceed our customers' expectations – delivering every order with speed, passion and operational excellence.”

The Position

Position Title: Director of Facilities

Location: Pleasant Prairie, WI

Reporting Relationship: Executive Vice President, Operations

Specific Responsibilities

Uline places an extremely high importance on the appearance and functionality of its facilities and endeavors to maintain a high degree of uniformity. Accordingly, the Director of Facilities plays a very vital and impactful role in the organization and its future growth plans.

Reporting to the Executive Vice President of Operations, the Director of Facilities is responsible for the strategic management of all facilities related activities including: real estate, construction, property maintenance and other related support services. The Director of Facilities will lead a team consisting of eight direct reports, approximately 80 indirect reports and various contractor services. Specific duties include but are not limited to:

- Provide strategic direction, operational leadership and financial oversight to subordinate team members and outside contractors to insure all departmental goals and objectives are accomplished in a timely and effective manner;
- Closely monitor departmental performance, including regular project reviews, property inspections, etc., to insure all buildings and properties are properly maintained in strict accordance with Uline standards of excellence; prepare and submit detailed weekly and monthly performance reports on each facility;
- Establish and maintain strong and effective relationships with staff at all Uline locations to understand and respond to changing business needs; maintain regular communications with branch managers and branch facilities staff to insure all facilities related issues are addressed quickly and effectively;
- Conduct comprehensive property audits, prepare capital improvement recommendations and financial operating budget plans;
- Assist in the identification, selection and development of new properties, including the negotiation of lease terms and working with landlords to implement customized lease arrangements;
- Assist in the planning and management of small and large scale construction projects, including the planning and architecture of mechanical and electrical systems, automated warehousing systems, the selection and management of contractors and subcontractors, building code compliance, etc.
- Develop subordinate team members to maximize their personal contributions and growth potential.

The Person

Qualifications & Experience:

Uline is seeking qualified candidates who possess a stable work history and a proven track record of success across a broad array of roles in real estate management, building construction, and facilities management. Targeted qualifications include but are not limited to:

- A suitable bachelor's degree from an accredited university is required;
- A minimum of 10 years' experience in multi-site, multi-state facilities and/or property management;
- Experience managing most, but not necessarily all, of the following functions:
 - Corporate Campus Property Management
 - Real Estate Management
 - Construction Management
 - Multi-site Facilities Maintenance and Repair
 - Facilities Support Services (e.g. – mailroom, cafeteria, reception, etc.)
- Demonstrated success managing large scale construction projects;
- Demonstrated success managing maintenance personnel and outside contractors;
- Prior finance or accounting experience a plus;
- Proficient in Microsoft Office and Lotus Notes.

Personal Attributes:

Uline is seeking people who enjoy working in a rapidly growing, fast-paced and demanding environment where *Speed, Passion and Operational Excellence* are valued. As a highly successful, family-owned business, the Company has a unique operating style and culture that values the following qualities and attributes:

- A strong service orientation - highly responsive to the needs of the organization and its customers;
- A smart and savvy business leader who can think strategically and tightly manage execution;
- Strong business and financial acumen – understands business decision making and closely manages financial matters;
- Detail oriented – understands and embraces the importance of staying on top of things and closely monitoring team performance without micro-managing staff;
- Ability to effectively multi-task – understands how to prioritize and effectively manage multiple responsibilities;
- Responds positively to change - understands and embraces a rapidly changing business environment and is quick to adapt.
- Interacts effectively with employees at all levels – has the confidence and sophistication to effectively interact with senior executives as well as the authenticity and demeanor to effectively interact with peers, subordinates and outside contractors.
- Excellent written and verbal communication skills
- Non-political; confident, but not egotistical – does not consider themselves “above the work”.

Reilly Partners Contacts

Bruce Ralph

Managing Director

Direct line +1 312 589 5241

bralph@reillypartners.com

Steven Wood

Managing Director & Founding Partner

Direct line +1 312 784 1994

woody@reillypartners.com

Doug Falasco

Associate

Direct line +1 312 589 5246

dfalasco@reillypartners.com

Reilly Partners

Two North Riverside Plaza – Suite 1600

Chicago, IL 60606

+1 312 781 9020

Facsimile +1 312 781 9024

www.reillypartners.com