



Project Manager

BASIC FUNCTION

A local General Contractor that has seen year over year growth of 50% is looking to add to their expert team of Project Managers. Our local company specializes in industrial infrastructure including Wastewater and Water Treatment plants and facilities. We are seeking an experienced Project Manager with a minimum 5 years experience in industrial construction that shall plan and supervise multiple construction projects in a wide range of size, duration and location from start to finish. Please highlight your WWTP or other industry specific experience. The right candidate will have experience managing multiple projects from \$1MM to \$10MM in multiple states (please highlight on your resume) and have an analytical mind and great organizational skills. The goal will be to ensure all projects are completed according to written plans and specifications while not exceeding the given budget. If interested and qualified send your information to us by email. Please check out www.m2constructionllc.com

DUTIES AND RESPONSIBILITIES:

1. Negotiate purchase orders and subcontracts with vendors to reach profitable agreements.
2. Determine resources (manpower, equipment and materials) within budgetary limitations
3. Plan all construction operations and schedule intermediate phases to ensure deadlines will be met
4. Acquire equipment and material and subcontractors necessary to complete projects
5. Coordinate with project superintendents onsite to get materials and equipment in place
6. Evaluate progress and compare with detailed cost reports and provide monthly updates
7. Ensure adherence to all health and safety standards and report issues
8. Is responsible for proper administration of construction contracts and for obtaining all necessary permits and licenses
9. Tracks and controls construction schedule and associated costs to achieve completion of project within time and monies allocated
10. Communicates with owners and engineers about progress and any necessary modifications of plans that seem indicated

11. Develop a construction schedule that is updated monthly using analytical comparisons to the job costs

Skills

- Proven experience of at least 5 years as construction project manager of increasingly complex projects
- In-depth understanding of construction procedures and material and project management principles
- Familiarity with quality and health and safety standards
- Good knowledge of MS Office
- Familiarity with construction/ project management software
- Outstanding communication and negotiation skills
- Excellent organizational and time-management skills
- Ability to work under pressure and coordinate numerous activities
- A team player with leadership abilities
- BSc/BA in engineering, building science or relevant field

EOE-M/F/D/V