

PROJECT MANAGER I

Job Highlights:

Qualifications

- Leverage Business Insights – Understand and act on industry trends, local market and economic conditions and our business model to make decisions and create competitive advantage
- Display Emotional Intelligence - Demonstrate the capacity to recognize feelings and patterns of behavior and those of others
- BS OR MS degree in Engineering or Construction Management
- 3-5 years of Project Management experience on \$5-15 million construction projects
- Or equivalent combination of education and experience
- Strong technical and communication skills are critical
- Ability to work in a team environment
- Qualified applicants who are offered a position must pass a pre-employment substance abuse test

Responsibilities

- The Project Manager I is responsible for supporting the Senior Project Manager and/or Project Manager in the overall direction, completion, and financial outcome of a construction-management project; as well as mentoring multiple Project Engineers and Superintendents
- Compile charts and graphs for project reporting
- Assist in preparation of project-specific safety plan
- Proactively carry out the project safety plan and quality plan
- Maintain satisfactory relationships with owners, unions, subcontractors, etc
- Prepare monthly reports
- Run OAC meetings
- Negotiate with subcontractors
- Manage emotions effectively in ourselves and our relationships
- Build High Performing Teams - Attract, select, develop, recognize, and retain talented individuals
- Utilize motivation and discipline to maximize performance and impact on the organization
- Drive Team Accountability - Determine priorities and delegate work; monitor and communicate progress
- Establish measures to assess the impact, quality and timeliness of results; praise success and learn from mistakes
- Coach and Develop Others - Provide feedback, instruction, and development guidance to help others excel in their current or future job responsibilities
- Plan for and support development of individual skills and abilities

Job Description

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- Run OAC meetings
- Negotiate with subcontractors Qualifications

KEY COMPETENCIES

- Leverage Business Insights – Understand and act on industry trends, local market and economic conditions and our business model to make decisions and create competitive advantage.
- Deploy a Strategic Mindset - Take a broad, global perspective when considering proactive solutions to long-term opportunities and risks that might develop in the future.
- Display Emotional Intelligence - Demonstrate the capacity to recognize feelings and patterns of behavior and those of others. Manage emotions effectively in ourselves and our relationships.
- Build High Performing Teams - Attract, select, develop, recognize, and retain talented individuals. Utilize motivation and discipline to maximize performance and impact on the organization.
- Drive Team Accountability - Determine priorities and delegate work; monitor and communicate progress. Establish measures to assess the impact, quality and timeliness of results; praise success and learn from mistakes.
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Experience/Education

- BS OR MS degree in Engineering or Construction Management
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KNOWLEDGE, SKILLS & ABILITIES

- Strong technical and communication skills are critical
- Ability to work in a team environment
- Knowledge of Procore, Microsoft Office (preferred)