

Project Controls - Full-Time Job

Summary of Position:

Seeking an entry-level December 2018/May 2019 graduate for a full-time Project Controls job in Lakewood, Colorado. Candidate will prepare project schedules, track projects, and create reports. Reports include variables such as:

- earned value
- work breakdown structures
- project costs to date
- cost variance
- schedule variance
- resource allocation/utilization

Responsibilities:

- Assist with preparing detailed project schedules and cost loaded billings for each project
- Assist construction management team including materials person, controls, civil inspectors, mechanical inspectors, safety inspections, and E/I inspectors.
- Assist Project Managers in developing Work Breakdown Structures (WBS)
- Update, maintain, and analyze project commitments and expenditures
- Track and distribute project documents
- Regularly interface with Project Management, Accounting and other departments
- Travel to jobsites as necessary

Qualifications:

- Junior or Senior working towards their Bachelor's Degree in Construction Management or other applicable degree.
- Knowledge of the principles of project controls, cost estimating, progress measurement, scheduling and contract administration.
- General knowledge of software applications such as spreadsheets, word processing, databases, etc.
- Must have proven abilities and skills in the following: communication (verbal and written), planning, organization and delegation.

Please Note

All employees must pass drug and alcohol testing to be accepted for employment. Once hired, employees may be subject to random testing.

Instructions To Apply

1. Application instructions – please apply here, or send resume to personnel@zapecs.com, or call 720-64-3402, or mail to 333 S. Allison Parkway Suite 100 Lakewood, CO 80226, or visit www.zapecs.com
2. Brief company history and/or general information of the firm - including name of company.

ZAP Engineering & Construction Services, Inc. (ZAP ECS, www.zapecs.com) was founded in 2001. The Founder, Steve Tzap recognized a need for a quality engineering company in Denver with Process Engineering expertise. His vision was to create a company geared towards the Process and Energy Industries. ZAP began focusing on Process Designs and Process Controls with emphasis on being a leader in the industry. We have recently expanded our services to include EPC solutions for processing and compression facilities and pipelines. ZAP started with only three employees, and we are now at seventy and growing. ZAP has made its name in the industry by providing high quality, efficient, and timely engineering services to meet our clients needs. ZAP has set the bar high, not only in the Oil & Gas industry, but also in the workplace. It is part of our mission to maintain an innovative and rewarding environment for our employees. We encourage professional development in a team oriented, fast-paced environment. Think you have what it takes to join the innovative ZAP team and be a leader in the oil & gas industry?

3. Location is either in the office or in the field, to be determined by hiring manager