PROJECT MANAGER – INDUSTRIAL ELECTRICAL
ELGIN, IL

MKD Electric is an award winning full-service, national industrial electrical contractor working across the continental U.S. Since MKD's founding, we have served our clients by being committed to safety, quality, and service, while putting added emphasis on development of our team members and focusing on being the best place to work in our industry.

With more than 450 employees nationwide, our organization is focused on adding sustainable growth across a variety of industrial and electrical industries and continuing to expand our capabilities. Today, we currently specialize in: MEP Engineering, Electrical Testing, Industrial Controls Systems, Electrical Construction, Instrumentation, Emergency Service, Electrical and Instrumentation Maintenance. In that growth, we are also fiercely dedicated to providing our employees a career path that offers personal growth, on-the-job skills development and continuing education and training.

As we continue to grow, we welcome innovative, hard-working, quality people who want to make a difference and be part of the MKD family.

Responsibilities:

- Drive MKD Electric safety culture.
- Estimate material, personnel, and time requirements to complete projects.
- Coordinate all aspects of project proposals including timely proposal submissions, budgets, scheduling, staffing, and material purchasing.
- Examine work orders to determine appropriate course of action.
- Study blueprints, schematics, manuals, and other specifications to determine installation procedures.
- Order material/parts.
- Request personnel for ongoing and future projects.
- Provide start to finish support and follow-up to customers and the project foreman to ensure company quality and performance standards are reached.
- Develop new business initiatives.
- Work with project foreman to develop goals and a plan to complete projects.
- Ensure that work is performed according to appropriate codes/guidelines.
- Perform take-offs.
- Draft change orders.
- Coordinate multiple projects on a continuing basis.
- Complete appropriate forms, reports and other required paperwork.
- Attend staff/sales meetings.
- Communicate with supervisors, peers, subordinates, or customers to provide/receive information by telephone, two-way radio, in written form, in person or by email.
- Use computer systems to enter, access or retrieve data.
- Work closely with the Accounting Department to ensure accurate billing is conducted.
- Request/be present for municipality inspections.

Qualifications:

- High School Diploma or equivalent
- Select appropriate tools for the job.

- Plan/organize work.
- Reading, writing, and mathematics.
- Multi-tasking.
- Conflict Resolution.
- Communicate technical information.
- Stand or walk eight or more hours in a shift.
- Sit or kneel eight or more hours in a shift.
- Walk up and down stairs on an extended basis.
- Climb up and down a ladder up to 35 feet high.
- Be clean-shaven to OSHA standards when required to don a respirator.
- Read/comprehend tape measure, blueprints, schematics, technical drawings, work orders, instructions, formulas, and processing charts.
- Distinguish colors.
- Work independently within teamwork-based culture.

Please follow the link to apply: https://mkdelectric79060.recruiterbox.com/jobs/fk03ssp?source=