



11/1/2021

Construction Manager

We are currently looking for an experienced Project Manager to join a young innovative and growing company in the U.S. Federal Government construction & service industry.

SUMMARY OF RESPONSIBILITIES

The Project Manager is responsible for scope, budget, and schedule. The PM will oversee all administrative and field construction activities related to the assigned project. Project Manager has authority to direct project specific and assigned Project Superintendents, Project Engineers, Project Coordinators and Subcontractors. This person is also responsible to establish and maintain successful relationships with all stakeholders on his/her projects. The PM must be capable of managing small, medium, and large sized U.S. Federal Government projects independently (\$250k-5M). The typical assigned project(s) are construction/service projects that have a large emphasis on electrical & mechanical operating systems. A Project Manager typically reports directly to Executive Management or the Program Manager. The Project Manager is an EPC interface to the U.S. Federal Government (customer) and is expected to be always respectful and professional.

Essential Functions To perform the job successfully, an individual must be able to perform each previously stated duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and ability necessary to succeed as a Project Manager:

- 1) The project team has provided a high level of customer service throughout the project(s). Client has expressed desire to work with EPC again; expresses an interest in working with this employee again.
- 2) Project was completed with expected level of profitability. Drive division profitability through effective project execution.
- 3) Exhibits the ability to learn and apply construction knowledge appropriately to assigned tasks and the competency of being a trusted team member.
- 4) Exhibits the ability to consistently perform at expected performance level from project to project and exhibits competency to supervise medium-complex projects with little or no supervision and has the ability to manage at a high project manager level.
- 5) Employees under their supervision are learning to be team members and are increasing their capability to be promoted.
- 6) Has the ability to manage a large staff to include completing annual performance evaluations for all direct reports and aligning the performance to their specific role profile.
- 7) Provides leadership, direction, and necessary resources to project staff and subcontractors to ensure timely and successful completion of contract requirements.
- 8) Ensures high levels of performance, communication, and customer service.
- 9) To act on behalf of the organization on all contract-related matters.
- 10) Manages project budget development; sets cost controls; reviews project budget regularly

and recommends modifications as needed to ensure project is performing within budget.

- 11) Plans and formulates work plans and organizes tasks to ensure performance meets or exceeds contract requirements and customer expectations.
- 12) Ensures daily/weekly log identifying all services performed is submitted to the Government in a timely manner.
- 13) Writes plans and programs in accordance with government specifications.
- 14) Provides oversight to subcontractors.
- 15) Promotes a comprehensive safety culture that provides a safe and healthy workplace that is free of recognized hazards.
- 16) Performs related work as assigned.
- 17) Creates and collects all project reports i.e. estimates VS Budgets, equipment approval forms, weekly/daily meeting, subcontractor hour logs. etc.
- 18) Has daily/monthly safety meetings and project timeline meetings with stakeholders and can professionally represent EPC in these meetings.
- 19) Receives Government approval for billing.
- 20) Understanding of electrical, mechanical and plumbing systems, layouts, rules and regulations.
- 21) Responsible for project work assignments, hiring, promotions and performance appraisals.
- 22) Review the overall contractual requirements for all projects and specific process design methodology for individual projects as required.
- 23) Control department activities for adherence to project requirements.
- 24) Develop/oversee project management technical and schedule goals, procurement and contractual requirements, personnel assignments and capacity planning.
- 25) Ensure schedule requirements are met for all projects. Need the capability to readily adjust priorities and milestones based upon changing customer needs, resource availability, and job requirements.
- 26) Interact with the customer to validate expectations are understood and met before, during and after project completion.
- 27) Manage project review process with particular emphasis on financial forecasting.
- 28) Proactively and systematically communicate challenges, risks and successes.
- 29) Coordinate with accounting to invoice per project terms and oversee / negotiate appropriate change orders.
- 30) Coordinate with EPC Management and legal counsel to provide expertise to resolve contract disputes.
- 31) Balance internal and external resource loading.

Required Experience

- 1) 5 years of extensive project management construction experience is required. Industrial/Commercial and Federal construction, renovations and upgrades preferred. Federal Construction Experience in a fast-paced business environment is required. Proven history of leading, teaching, developing, and mentoring others successfully.
- 2) Experienced projects should have a large emphasis on operating systems i.e. electrical, mechanical/HVAC-R, including plumbing, building automation, SCADA etc..

- 3) Business acumen, judgment, communication, solid leadership, client relations, negotiation, project management, solid construction knowledge, decision making, conflict resolution, tact, adaptable, analytical, coach and entrepreneurial are all necessary skills for a project manager.
- 4) Solid systems experience with MS suite, MS project, AutoCAD and other electronic management tools is preferred for this role.
- 5) Knowledge of the FAR, DFAR, and related procurement regulations.
- 6) Project planning and scheduling with MS project/Primavera (P3/P6).
- 7) Working in and with U.S. Army Corp of Engineers RMS/QCS program.
- 8) Excellent communication and personal skills.
- 9) Ability to handle stressful situations and is ORGANIZED.
- 10) Project Manager of large complex electrical and mechanical projects is preferred. (If you worked as a Project Manager for an electrical and or mechanical subcontractor on large complex project(s) you are encouraged to also submit).

Educational Requirements

- 1) Bachelors or Master's Degree in Engineering, Architecture, Construction Management or related discipline from an accredited college/university required.

Required Licenses and Certificates

- 1) LEED accredited is preferred but not required.
- 2) Vocational license(s) are a plus.

Working Conditions

- 1) Job involves in and out of-construction site trailer office work and managing/inspecting/coordinating, performing a variety of tasks concurrently.
- 2) Construction site type conditions
- 3) Moderate to low overtime required throughout the year. High level of overtime required at project close out if on or off projected schedule, depends.

Safety Hazards

- 1) Many hazards. Construction type hazards and General office working conditions.

This job description does not list all the duties of the job. You may be asked by supervisors or managers to perform other duties. You will be evaluated in part based upon your performance of the tasks listed in this job description.

The employer has the right to revise this job description at any time. The job description is not a contract for employment, and either you or the employer may terminate employment at any time, for any reason.

We recommend applying through Clearance Jobs:

<https://www.clearancejobs.com/jobs/5728481/construction-manager-iv-project-manager-iv>



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If you have any questions, you may contact our Human Resources Department our corporate office is located in Hawaii with a 4-hour time difference from Colorado.

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