



PROJECT MANAGER

Freese Johnson, LLC is seeking an experienced Construction Project Managers. The Project Manager ("PM") responsibilities include planning, organizing, and administering the contract with the owner as well as contracts with all subcontractors. They monitor and proactively manage all costs, contract changes and other financial aspects of the project, as well as the contract time and any schedule changes. The PM will report activities accordingly both to internally and externally to the client. The SPM will work in close coordination with the field Superintendent to ensure the timely and cost effective execution of a quality project, which results in a client who is satisfied with FJ, through the proficient use of the various tools provided by FJ.

The PM fulfills the critical role of timely procurement, review, approval, and ultimate delivery to the project site of all building components including the labor, materials, equipment, and subcontractors allowing the Superintendent to efficiently and safely execute timely, profitable, and quality Work. The PM is responsible to FJ for all such project components and resources to adhere in strict compliance to the contract documents and the project schedule established by the PM and Superintendent at commencement.

Job Type: Full-time

RESPONSIBILITIES:

- Responsible for ensuring 100% Customer Satisfaction on assigned projects. Oversees the management of the construction process for all assigned projects, from estimating to closeout
- Responsible for managing cost and schedule goals on assigned projects.
- Creates, oversees, and tracks all schedule aspects for assigned projects, from pre-approval through project close-out to ensure on-time delivery.
- Identify and initiate change orders, as required.
- Performs risk-analysis/forecasting for assigned projects to eliminate potential negative impact on the company.
- Responsible for overseeing document management.
- Responsible for compliance, safety, and performance on assigned projects.
- Responsible for effective oversight of multiple subcontractors.
- Negotiate and manage subcontracts and purchase orders.

QUALIFICATIONS:

- Bachelor's degree or equivalent experience required.
- At least 5 years of commercial construction required.
- Healthcare experience is a plus.
- Viewpoint and Procore experience preferred.
- Strong technical, supervisory, and project management skills based on construction industry experience.



- Strong budgeting skills.
- Proven ability to successfully procure, monitor, and assess subcontracted construction functions.
- Strong analytical skills.
- Well-developed and professional interpersonal skills; ability to interact effectively with people at all levels of the organization, as well as outside customers and vendors. Ability to work in a team environment with a customer service focus.
- Organizational skills required to manage time well, prioritize effectively, and handle multiple deadlines.
- Strong communication skills, both written and verbal.
- Must be computer-savvy - strong knowledge of the Microsoft Office Suite (Word, Excel, PowerPoint, Outlook) and MS Project is required.

We offer a competitive salary with a signing bonus and benefits package. For consideration, please forward your resume to hr@freesejohnson.com.