

PROJECT MANAGER

Candidate will work within the organization reporting to the president and director of construction while coordinating the entire project team to ensure successful completion of all phases of the projects, oversee scheduling and completion of construction, estimate costs and materials, coordinating with architects, engineers and subcontractors to meet the project's schedule and budget. Key liaison between the construction team and client.

SKILLS / EXPECTATIONS

- Upon award of a construction project, develop project specific and client driven goals, schedules, budgets and detailed assumptions.
- Coordinate any necessary due diligence efforts on behalf of the client, maintaining and delivering all appropriate documentation.
- Develop a detailed project budget based on historical and market data and clearly defined set of budget assumptions.
- Act as the primary senior level contact with the client throughout the duration of the project.
- Guide the client and team through the design implementation process including conceptual, schematic, design development and construction documentation and signoff.
- Develop and maintain the project schedule.
- Attend all project kick-off meetings with internal staff and key stakeholders to ensure responsibilities are communicated and understood by all concerned.
- Actively track each aspect of project performance against schedules and critical path.
- Identify and address areas of concern regarding potential liabilities
- Candidate must be a self-motivated, independent thinker, team player, organized, accurate, understand construction means, methodologies, commercial codes, construction scheduling and costs associated with material vendors and subcontractors.

EXPERIENCE / EDUCATION

- Degree in building construction, construction management, or related field
- Proficient in Procore
- 5+ years of practical experience in the AEC industry
- Must be able to physically maneuver around an active construction site, use stairs, climb ladders without assistance and have personal transportation.



WE'RE HIRING - PROJECT MANAGER

ABOUT US

Founded in 1973, Bowdoin Construction has established itself as a leader in the industry providing pre-construction planning, construction management and general contracting services throughout New England. We attribute our success to our solutions- based approach to the design and construction process which has earned us the reputation as a key collaborator on project teams from the inception of design to project completion. Our focus on quality, service and delivering the best overall value has resulted in long term relationships rooted in trust. We remain committed to exceeding our clients' expectations.

WHAT WE OFFER

We offer a competitive salary (commensurate with experience) and benefits package, including:

- Health, dental and vision insurance
- Flexible spending accounts for health and dependent care
- Short/long-term disability and life insurance
- 401(k)
- Tuition Reimbursement
- Paid Family Medical Leave
- Paid Holidays
- Paid Vacation

CONTACT: BowdoinHR@BowdoinConstruction.com

Bowdoin Construction provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, State or local laws.