



Project Manager – Ukiah (Greater Mendocino County)

Job details

Competitive Pay: \$125,000 - \$155,000 / year depending on experience.

Job Type: Full-time

Number of hires for this role: 1

Qualifications

- Driver's License (Required)
- US Work Authorization (Required)
- 10 + years of experience as Project Manager (Required)
- Completion of a minimum of 2 correctional projects (Required)

About Our Company

Broward Builders, Inc. ("Broward") is a comprehensive general contracting firm based in Woodland, CA. We have been proudly serving public works agencies, as well as private and nonprofit clients, throughout Northern and Central California since 1990. Our projects include a mix of design build, negotiated and design-bid-build. Broward is a unique firm because we self-perform numerous trades on every project including earthwork, utilities, concrete, rough and finish carpentry, metal studs and drywall.

Broward Builders, Inc. takes tremendous pride in exceeding client expectations. We are known for being cooperative and flexible. Over 90% of our negotiated work is with repeat customers. We believe this says a lot about the Broward Builders, Inc. culture.

Position Summary

Project Manager – Ukiah (Greater Mendocino County) will plan and oversee a wide variety of duties related to detention and correctional construction projects from start-to-finish and will be required to work alongside Superintendent and Project Engineers to deliver projects within budget and on schedule. Working relations with engineers and architects will be necessary.

Strong organization and communication skills are a must, with the ability to be proactive in planning and to efficiently multi-task.

Essential Duties and Responsibilities

- Oversee construction projects from beginning-to-end, i.e., pre-construction to post-construction.
- Obtains, maintains, and manages data, information, communications, and approvals required by project and company requirements between owner, architects, engineers, and other project-related entities.
- Schedule and host OAC meetings.



- Ensures contracts, drawings, estimates, and specifications comply with construction/project requirements.
- Manage the project budget and cost estimates.
- Assist in the mobilization and pre-construction phase of a project.
- Determine the necessary equipment, materials, and manpower needed, and keep track of inventory, tools, and equipment.
- Procure supplies and materials timely, which requires monitoring of supply chains and lead times.
- Prepare reports regarding job status and safety protocols, as applicable.
- Solve challenges or problems that may arise before, during or after construction.
- Ensure compliance with safety regulations and building codes.
- Train and mentor construction workers and construction laborers, as necessary.
- Collaborate with subcontractors, engineers, architects, and key team members of the project team.
- Negotiate with external vendors on contract agreements.
- Obtain the appropriate permits and licenses from authorities for construction sites.
- Plan construction operations.
- Ensure all deadlines are met.
- Delegate and manage responsibilities for project-related tasks.
- Allocate and manage resources to ensure that they are available when they are needed throughout the construction projects.
- Keep all stakeholders aware of the progress on projects and prepare progress reports regularly.
- Conduct site checks to monitor progress and quality standards.

Required Experience, Education, & Qualifications

- Bachelor's Degree in Engineering, Construction Management, or another related field.
- 10 + years of experience as Project Manager
- Must have completed a minimum of two correctional projects.
- Advanced knowledge of construction principles/practices required.
- Experience in multiple delivery methods, i.e., lease leaseback, design-build and design-bid-build.
- Extensive work experience managing budgets for construction projects.
- Excellent knowledge of construction materials and equipment.
- Highly organized.
- Ability to multi-task and time-management skills.
- Previous experience in a leadership role with strong and proven leadership skills.
- Understanding of construction management processes.
- Ability to foresee challenges and to appropriately plan ahead.
- Conflict resolution and conflict management experience.
- Excellent communication skills (oral and written) and interpersonal abilities, including negotiation skills.
- Travel will be necessary, as needed.
- Represent the company at key executive functions where partners or key prospects are present.

Preferred Skills, Experience & Education



- Proficient in MS Office (Word, Excel and Outlook)
- P6 Software
- Blue Beam Software
- BIM
- Project management software (Project Sight / Procore)
- Ability to learn specialized software applications.
- Excellent Oral and written communication skills

Broward Builders, Inc is an equal opportunity employer. The Project Manager – Ukiah (Greater Mendocino County) position is full-time. Pay will be based on qualifications and experience. The position includes health, vision, and dental insurance, paid sick and vacation time, and a 401(k).

Benefits

- 401(k)
- Dental insurance
- Health insurance
- Vision insurance
- Vacation/Sick Paid Time Off

Schedule

- Monday-to- Friday

Work Location

- Ukiah, CA (Greater Mendocino County)

Work Remotely

- No