



Project Manager

Job Scope

The Project Manager plans, directs, and coordinates designated project(s) activities to ensure that goals or objectives are accomplished within the prescribed time frame and funding parameters and by performing the following responsibilities personally or through subordinates. The primary function of the project manager is to oversee production, audit, and control costs on all assigned projects.

Responsibilities

- Continually enhance customer relationships during the implementation of the project.
Develop project staffing plans to include labor, subcontractors, project managers, and/or project engineers.
Act as liaison between local facility staff and our regional team members.
Monitor, control, and report on the financial performance of projects.
Secure sub-contractor relationships
Manage subcontractors and FSG project execution team
Audit and design quality assurance and control procedures to mitigate project risks
Manage, motivate, and continuously improve assigned staff.
Oversee participation in all aspects of job site safety and adherence to OSHA standards.

Requirements

- At least five years of field experience in Project Management, Project Engineering (or related)
A bachelor's Degree in Architectural Engineering, Construction Management, Mechanical Engineering, Project Management, or Business is preferred. Alternatively, individuals with equivalent field experience are welcome to apply (associate degree + 8 years field experience, e.g.)
Past experience and up-to-date knowledge of best practices related to Lighting Retrofit and Utility Savings projects.
Experience working with local vendors and subcontractors is highly preferred.
A highly self-motivated and ambitious individual. A person with a high sense of urgency and a proactive approach to problem-solving
Financial planning and budget experience with the ability to develop a business case
Excellent oral/written communication and presentation skills, Professional presence
Strong computer skills with the Microsoft Office Suite (especially Excel)