



Senior Electrical Project Manager

Job Scope

The Senior Electrical Project Manager is a leadership role responsible for overseeing and managing complex electrical projects of significant scale and scope. This position involves leading a team of project managers, engineers, and technicians to deliver successful electrical installations and systems. In addition, the Senior Electrical Project Manager is responsible for project planning, execution, financial management, stakeholder coordination, and ensuring the highest standards of quality, safety, and client satisfaction.

Responsibilities

- Lead a team of project managers, engineers, and technicians, providing guidance, mentorship, and support.
Develop project management strategies, methodologies, and best practices to ensure successful project delivery.
Oversee multiple projects simultaneously, ensuring alignment with organizational goals and objectives.
Set project priorities, allocate resources, and manage project budgets and schedules.
Ensure compliance with project plans, specifications, and regulatory requirements.
Collaborate with stakeholders to define project scope, objectives, and deliverables.
Develop comprehensive project plans, including schedules, budgets, and resource allocation.
Coordinate with engineering and design teams to ensure accurate electrical designs and specifications.
Monitor project progress, identify risks, and implement effective mitigation strategies.
Conduct regular site visits and inspections to ensure adherence to quality and safety standards.
Develop and manage project budgets, including cost estimation, tracking, and forecasting.
Monitor project expenses, track costs, and implement cost control measures.
Review and approve subcontractor and vendor invoices, change orders, and claims.
Analyze financial performance, identify areas of improvement, and implement corrective actions.
Serve as the primary point of contact for clients, subcontractors, vendors, and internal teams.
Foster strong relationships with clients, ensuring their satisfaction and addressing concerns promptly.
Coordinate and collaborate with stakeholders to ensure effective communication and project coordination.
Conduct regular project meetings, presentations, and status updates to keep stakeholders informed.
Ensure compliance with health, safety, and environmental regulations and standards.
Implement and enforce safety protocols and best practices on project sites.
Conduct regular safety meetings, inspections, and audits to mitigate risks and promote a safe

As an EEO/Affirmative Action Employer all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status.



working environment.

Implement quality assurance processes to maintain high standards of workmanship and customer satisfaction.

Review and negotiate project contracts, including subcontractor agreements and vendor contracts.

Ensure compliance with contract terms, conditions, and deliverables.

Manage subcontractor relationships, including performance evaluations and dispute resolution.

Address contractual issues and claims, working closely with legal and procurement teams.

Maintain accurate project documentation, including drawings, specifications, contracts, and change orders.

Generate project reports, progress updates, and financial summaries.

Prepare and deliver presentations to stakeholders, including clients and senior management.

Conduct project closeout activities, including final inspections, documentation, and lessons learned.

Requirements

- Bachelor's degree in Electrical Engineering, Construction Management, or a related field is Preferred.

Extensive experience (typically 8+ years) in electrical project management, preferably in large-scale construction or infrastructure projects.

Proven leadership experience, including managing and developing teams.

In-depth knowledge of electrical systems, installations, and industry standards.

Strong understanding of project management principles, methodologies, and tools.

Familiarity with electrical design, codes, and regulations (e.g., NEC, IEC).

Proficiency in project management software and tools.

Excellent organizational and time management skills.

Effective communication and interpersonal skills, with the ability to influence and negotiate.

Strong financial acumen and experience in budgeting and cost control.

Ability to handle multiple projects and priorities simultaneously.

Professional certifications (e.g., PMP, Certified Electrical Project Manager) are a plus.