



## Senior Project Manager, E&M

### Job Scope

As a Senior Project Manager, you will be our company's on-site point of contact and Mechanical expert during the execution of HVAC, Boiler, Steam, Motors, VAV, Fan Coils, Ventilation Fans, Heating, Compressed Air, Water, Refrigeration and LN2 to N2 Gasification Options & Control projects. Your primary responsibility will be to oversee the installation, maintenance, and repair of mechanical systems. You will collaborate closely with project managers, contractors, and clients to ensure the successful and timely completion of mechanical-related tasks. Your technical expertise, attention to detail, and problem-solving skills will be vital in delivering high-quality mechanical solutions.

### Responsibilities

- **On-Site Coordination:** Act as the primary liaison between the company, contractors, and clients at the construction site. Coordinate and supervise mechanical installation, maintenance, and repair activities.

**Mechanical System Inspection:** Conduct thorough inspections of mechanical systems to assess their condition, identify potential issues, and determine the best action for repairs or upgrades.

**Quality Assurance:** Ensure all mechanical installations and services meet industry standards, building codes, and company guidelines. Maintain strict quality control to achieve top-tier performance.

**Troubleshooting:** Diagnose and resolve mechanical system malfunctions, including identifying electrical and mechanical problems. Implement practical solutions to minimize downtime and disruptions.

**Project Management Support:** Assist project managers in creating mechanical installation schedules, monitoring progress, and providing regular on-site activities and challenges updates.

**Compliance and Safety:** Adhere to safety protocols, ensuring a safe working environment for all team members and contractors. Comply with regulations and industry best practices related to mechanical installations and operations.

**Documentation:** Maintain accurate and up-to-date mechanical system installations, repairs, and maintenance records. Prepare reports, service records, and other necessary documentation.

**Client Communication:** Establish positive relationships with clients and provide exceptional customer service. Address client inquiries, concerns, and change requests promptly and professionally.

**Training and Support:** Offer technical training and support to on-site personnel and contractors involved in mechanical-related tasks.

**Continual Learning:** Stay updated with the latest mechanical technologies, industry trends, and best practices. Pursue professional development opportunities to enhance skills and knowledge.



## Requirements

- High school diploma or equivalent. Relevant technical certifications or a degree in HVAC technology are preferred.  
Proven experience as a mechanical technician or in a related field.  
Strong knowledge of mechanical systems, including installation, maintenance, and troubleshooting.  
Familiarity with local building codes and regulations related to mechanical installations.  
Excellent communication and interpersonal skills to effectively interact with team members, clients, and contractors.  
Ability to work independently and make critical decisions on-site.  
Strong organizational and time management skills to meet project deadlines.  
Attention to detail and commitment to delivering high-quality work.  
Physical fitness and working in different weather conditions and challenging environments.  
Valid driver's license and reliable transportation.