

# Project Manager

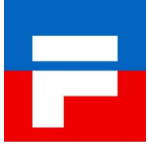
As a **Project Manager** at Felderman Design Build, you will have daily interaction with customers and the FDB team. Teamwork is essential at FDB; every person plays a vital role in our success. Every project takes dedication and commitment to customer satisfaction and safety. Our Project Managers oversee all phases of the construction project, from fielding qualified leads to project closeout. The successful candidate will have experience with the design-build delivery method, cost estimating, vendor solicitation, procurement, scheduling, negotiating contracts, and maintaining timeline and budget.

## Responsibilities:

- Cultivate and build relationships in the industry and take part in Business Development initiatives.
- Construction planning, estimating, budgeting and forecasting.
- Deliver projects on time while ensuring project financial targets are being met in order to be profitable.
- Help mentor project engineer team members.
- Contribute to the creation of a high performing, innovative team environment.
- Provide consistent and effective communication to stakeholders throughout all phases of the project.
- Ensure project team alignment to the culture, values, and behaviors of Felderman Design-Build.
- Provide value engineering services where applicable to benefit clients' project goals.
- Analyze and evaluate subcontractor/vendor proposals for accuracy and completeness.
- Prepare well documented and comprehensive proposals for customers.
- Create, develop and maintain a detailed construction schedule that incorporates communication from the project team.
- Perform regular project site walk-throughs to ensure contract performance, safety compliance, and quality control.
- Manage the permit process and ensure the project is in compliance with all local authorities and jurisdictions.
- Oversee the timely completion of all accounting-related duties, such as invoicing, collections, AP invoice approvals, contract issuance and job-cost reporting (WIP, Projections, etc.)
- Oversee multiple complex projects while collaborating with design and field team.
- Administer document control procedures for all construction related documents.

## Skills and Attributes:

- 5-10 years Design-Build Project Management experience in a variety of project types.
- 5-7 years of proven experience as project lead on applicable complex projects is a plus.
- College Degree Preferred.
- OSHA Safety Trained, experience in quality, health and safety standards
- Thorough understanding of architectural, structural, civil and MEP systems and drawings.



- Proven track record of delivering profitable projects while maintaining safety and quality standards.
- Proven experience with pre-construction services as well as Design-Build approach.
- Exceptional communications skills.
- Highly entrepreneurial, self-motivated and results-oriented individual.
- Strong time management skills, adaptable with ability to manage multiple priorities & meet deadlines, and keen attention to detail.
- Tech Savvy: Proficient with the tools utilized in construction industry including but not limited to scheduling and project management software packages.
- Strong Negotiation and conflict resolution skills.
- Leads new ideas, strategies and innovative approaches that produce ROI for all parties.
- Excels at building relationships and collaborating with a team.
- Goal driven individual, dedicated, self-motivated, resourceful and candid.

**Benefits:**

- Medical, Dental & Vision Insurance
- PTO & Paid Holidays
- Company 401(k) with FDB Match