

Federal Project Manager

Job Purpose

- Nisqually Construction Services, LLC is a full-service Construction and Construction Management firm serving the greater Seattle area. NCS is seeking a Project Manager with experience managing Federal Contracts including Army Corps, Navy, GSA, etc. Our Company provides a fast-paced atmosphere with an excellent compensation package for the right Candidate. The perfect candidate will be motivated, qualified, and have a keen attention to detail. This Project Manager will be a team leader that plays a critical role in our project delivery and overall company success.

Duties and responsibilities

- Reasonable accommodations may be made to enable individuals with disabilities to perform the Assign and essential functions.
- Provide leadership and responsibility for the successful safe, on-time and on-budget delivery of assigned construction projects.
- Gain intimate familiarity with plans, specifications, addenda, and scope for multiple construction projects.
- Initiate and maintain contact with owners and owners' representatives, and act as a liaison.
- Manage and complete all phases of project documentation (permits, licenses, submittals, schedules, RFIs, work plans, change orders, etc.).
- Procure project materials, subcontractors, and equipment rentals in a timely and efficient manner.
- Collaborate with Sr. PM and corporate executives to establish project objectives.
- Work with superintendents and foremen to plan, organize, and direct construction activities to achieve project safety and performance objectives.
- Monitor project progress with respect to both financial and schedule performance, and control project through collaborative planning with superintendents and foremen.
- Alert Sr. PM and organization executives of unsatisfactory project performance and potential problems; investigate and develop corrective plan(s).
- Manage project performance data and formulate progress reports as requested by Sr. PM and organization executives.
- Assist accounting dept. by cost coding and approving for payment all project subcontractor and supplier invoices.

Competencies

- Project Management
- Estimating
- Project Buyout
- Project Controls/Scheduling
- Subcontractor Management
- Performance Management
- Ethical Conduct
- Thoroughness
- Initiative

Work Environment

- This job operates in an office setting. This role may use standard office equipment such as computers and fax machines.

Physical Demands

- Ability to routinely lift 50lbs and walk on uneven surfaces

Position Type and Expected Hours of Work

- This is a full-time position, and work hours are Monday through Friday.

Travel

- Some travel to project sites or pre-bid meetings is expected for this position.

Required Education and Experience

- Bachelor's Degree in Engineering or Construction Management or 10 to 15 years of experience as a Project Management or in Supervisory role.

Preferred Education and Experience

- Bachelor's Degree in engineering, architecture, or construction management.
- Project Management experience.
- Experience in Microsoft Office products.
- Experience with scheduling software (P6, Microsoft Project).
- Experience with programs such as HCSS Heavy Bid, Heavy Job, Spectrum Bluebeam and Adobe Pro are preferred, but not required.