



CAC Recruiting Services

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Job Number: 5839

Job Title: Project Manager

Location: Des Moines, IA

Industry: Construction

Relocation Available: No, the candidate must be local

Job Type: Permanent/Full-Time

Our client, located in Des Moines, Iowa, is currently seeking to fill the position of Project Manager. If you are a motivated and professional individual, who will improve the efficiency of their team, we encourage you to apply today!

Job Description

The Project Manager/Estimator will be responsible for bidding, managing, planning, scheduling, monitoring budgets and communicating status of projects with superintendents, Company leadership and field personnel.

Requirements

- 3+ years of project management experience on earthmoving, complex underground utility, or heavy-duty demolition projects.
- 3+ more years of estimating experience on earthmoving, complex underground utility, or heavy-duty demolition projects.
- Experience with Ag-Tek Software preferred.

Responsibilities

- Compile and analyze data on all factors that influence the quality and profitability of a project.
- Track projects through to duration, ensuring Company standards and values are followed.
- Calculate and formulate precise quantity take-offs for estimates by using the plans and customer specific information provided for the project- Previous Experience with Ag-Tek Software Preferred.
- Effectively manage and monitor multiple projects throughout the length of a project; resolve issues, track costs and resources, effectively communicate progress and changes to customers, field staff, office staff and management.
- Deliver answers in a timely fashion and in a manner that allows safe quality production, positive marginal impacts, as well as customer satisfaction.
- Maintain good relationships with customers, field workers, subcontractors and accounting staff.
- Consult across multiple disciplines including vendors, engineers, architects, and contractors to discuss and formulate effective estimates in a timely manner while meeting customer standards, regulatory standards, and maximizing profitability.
- Effectively communicate project schedules and deadlines to Field Superintendents to assist in effective time-tables that will ensure customer satisfaction, while taking the needs of other projects and other project managers' needs into account.

Competencies

- Maintain schedules, material purchase requests.
- Effectively Produce, Submit and Manage RFI's, Submittals, Change Orders, and Logs.
- Prepare timely reports for management throughout the project so effective decisions can be made.
- Take responsibility for accounting documentation and resolution of issues regarding cost codes for payroll, material purchases, invoices, and logistics.