

**Project Manager**

Project managers work closely with superintendents to ensure budgets and schedules are on track. Oftentimes, they are the primary communication vessel between the General Contractor and the Owner or Owner’s rep. Managing the Owner’s expectations is their main objective. Although a project manager typically isn’t required to perform the hands-on tasks involved with a job, he or she must possess some degree of knowledge with regards to the various aspects of the work being performed.

**Job Requirements:**

Must be able to lead project teams of various sizes and see them through to completion

Must have a proven track record in project management

**Job Responsibilities:**

Assist the estimating department in the development of a project’s budget

Scheduling

Subcontractor and Vendor procurement

Work closely with the project team to solve problems and manage owner expectations

Oversee project closeout