



VAN DAM IRON WORKS

Project Manager

Summary/Objective: The Project Manager is responsible to oversee the design, fabrication and installation of the products that make up the scope of the project work we have under contract, by establishing and maintaining open, effective communication between departments, staff, and external parties.

Essential Job Responsibilities:

- Use the contract documents, design drawings, specifications, etc. to become the content expert on our scope of work.
- Work with the customer to clarify the project schedule and product delivery requirements.
- Work with the detailer to value engineer and design all products within the scope of work.
- Attend on site progress meetings, either in person or virtually.
- Work with Detailing, Client, Erector to obtain required field dimensions.
- Resolve design/fabrication/installation issues as they happen, working with detailers, architects, engineers, clients, G.C./C.M.s, and erectors.
- Maintain project progress reports and participate in weekly Project Update Meeting.
- Evaluate monthly project status to provide invoicing information to Contract Management.

Required Education and Experience:

- Bachelor's degree in engineering, architecture, or construction management is preferred, or equivalent experience.
- Five years of construction management experience.
- Knowledge of the building construction process from pre-construction through close out.
- Thorough understanding of shop fabrication.

Competencies:

1. Initiative/Self-starter.
2. Time management skills.
3. Strong organizational skills.
4. Working collaboratively with others.
5. Problem solving and conflict resolution.

6. Communicate clearly and effectively, written and verbal.
7. Computer/Technology skills.
8. Read and interpret design drawings and specifications.
9. Ability to identify, document, and mitigate potential problems before they occur.

Work Environment: This job operates in an office environment but also requires daily visits to the shop and occasional travel to jobsites. This role routinely uses standard office equipment and requires the use and knowledge of specific software.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to communicate with third parties. There will also be prolonged periods of sitting at a desk and working on a computer. Must be able to lift up to 30 pounds at times.

Position Type/Expected Hours of Work: This is a full-time position, where normal business hours should be expected in an office environment with required overtime. Onsite presence is required for this position.

Van Dam Iron Works is an Equal Opportunity Employer and provides equal employment and advancement opportunities to all employees and applicants. Van Dam Iron Works prohibits discrimination in employment opportunities or employment practices on the basis of race, color, religion, sex/gender (including pregnancy), national origin, age, disability, protected veteran status, protected genetic information, or any other characteristic protected by applicable local, state, or federal law.

HOW TO APPLY:

If you are interested in applying for this opportunity with HME, Inc., please submit your resume to Jim Stickland at: jstickland@vdiw.net