



Project Engineer Needed

As a Project Manager, you will be responsible for performing the day-to-day duties to facilitate and manage construction activities of multi-family apartment projects ranging from 50 – 300+ units. Your duties will consist of, but not be limited to, management and preparation of project schedule, budget, managing the bid qualification and purchasing process through final contract buyout, negotiations, generating scopes of work, review of contract terms, obtaining necessary permits, maintaining the overall performance of the construction management team, Subcontractors and Consultants. The Project Manager will be responsible for the conformance to plans, specifications, code, and subcontractor's contractual obligations. The Project Manager will host regular meetings with the project team, as well as any other duties necessary for the successful completion of the projects through certificate of occupancy and final close out. You will report directly to the Vice President of Construction. You will be expected to stay motivated, work diligently, meet deadlines and add value to the construction team as a leader and represent the company in a professional manner at all times.

Requirements:

- 4 year college degree
- A minimum of 2 years of experience in real estate development or in the construction of multi- family apartments with verifiable references;
- Proficient in scheduling with Microsoft Project or other software equivalent;
- Proficient in Microsoft Word, Excel, Outlook;
- Proficient in reviewing and understanding all construction documents including building plans and specifications;
- Ability to prepare and review scopes, RFI's and submittals;
- Previous employment with a 3rd party general contractor unrelated to the owner;
- Positive attitude, professional workmanship and appearance, detail orientated and results driven.

Benefits:

Great Medical, Dental and Health Coverage, 401k, Vacation, Training Programs, Workshops, and more.

How to Apply:

Please email a PDF copy of your resume, references, and salary requirements to jobs@roemcorp.com.