

Senior Project Manager

C. Erickson & Sons, Inc. is seeking an experienced and qualified full-time **Senior Project Manager**. The ideal candidate will be responsible for carrying out multiple projects simultaneously or large-scale single projects from preconstruction through closeout and serve as the client's primary contact.

Qualified candidate must be a team player with a positive attitude and have excellent skills in written and verbal communication skills, multi-tasking, time management, organization, problem solving, negotiation, and software.

Must be able to develop and maintain positive relationships with clients, architects, subcontractors, and vendors.

Responsibilities include:

- Collaborate with estimators during preconstruction and procurement to develop cost estimates, scopes of work, procure bids, and de-scope subcontractors
- Perform constructability reviews
- Prepare all project documentation including project reports, schedules, and budgets
- Maintain project budget, cost control, and change management with open lines of communication with owners and subcontractors
- Lead construction project team meetings
- Prepare project schedules and oversee progress to meet deadlines
- Develop project logistics plans, quality control and safety plans in collaboration with field superintendents
- Communicate with field superintendents to ensure timely project progress

Qualifications:

Bachelor's Degree in Construction Management or related field and experience in the commercial construction industry of 10+ years required.

Proficiency with Microsoft Office Suite (Outlook, Word, Excel) and experience with scheduling, project management, and construction editing software required (Microsoft Project, ProCore, and Bluebeam, preferred).

LEED and/or Green Building and BIM experience a plus.

Only regional candidates or candidates with regional experience will be considered. Relocation not available.

Please send cover letter, resume and project references to info@cerickson.com

Erickson is a mid-size, Construction Management and General Contracting firm based in Center City Philadelphia. We offer a competitive salary commensurate with experience and an excellent benefits package. Erickson is an Equal Employment Opportunity (EEO) employer.