

WA Patriot is seeking Full-Time Project Manager

Project Manager Position Description

LEADERSHIP

- Provides centralized leadership and guidance at project level on a continuing basis for the completion of all Project activities.
- Has the ability to prioritize and juggle multiple balls.
- Uses resources within and outside the organization to accomplish responsibilities in the most effective manner.
- Develops a team atmosphere and promotes partnering concepts in coordination of and performance of work activities.
- Creates team unity and focus on the customer; both owner and subcontractors
- **Position may require management of multiple projects or 1 major project depending on current company needs.**
- Is responsible to protect and promote the interest of WA Patriot in all matters.
- Is proactive in the identification of potential problems and recommend solutions (Learning from past experience).

MANAGEMENT

- Monitors and Controls the overall effort on the Project for conformance to scope, schedule, budget, quality and safety. This includes project scheduling, job cost forecasting and submittal review.
- Identifies and evaluates problems on the Project and initiates corrective action necessary.
- Identifies, negotiates and processes Contract Change Orders ensuring Washington Patriot Construction, LLC interests under the contract are protected.
- Administers the Project Contract to ensure performance in accordance with the Contract Requirements.
- Assures effectiveness of communications within the department and between departments.
- Performs Subcontract Administration responsibilities including negotiating agreements, writing subcontract scope descriptions, procurement of materials, processing of change orders, etc.
- Performs Contract Closeout assuring all cost issues are properly and promptly addressed, As-Builts are completed, O & M Manuals are submitted, etc.



QUALIFICATIONS

- Requirements:
 - 5 + years of experience as a Project Engineer or Project Manager for Commercial Contractor
 - Education: College degree; preferred 4yr degree in CM, Engineering or related field
 - Experience with P6 or Microsoft Project scheduling software
 - Experience managing commercial construction projects
 - Estimating, scheduling, and project planning experience
 - Microsoft Word, Excel, and Project experience
 - Leadership traits
- Preferences:
 - BIM experience
 - Construction management software experience
 - Blue Beam
 - Navisworks
 - Plangrid
 - Cloud based software (Dropbox, Sharesync, Box)
- Motivated, self-started who wants to seek growth, knowledge, challenges, and a place to find community and give back to it.
- Salary will be based on experience and resume

About Washington Patriot Construction, LLC

WA Patriot is a company founded on strong leadership qualities in our employees. We are a service-oriented group that is proud to give back to our communities and veterans.

- WA Patriot is seeking talented individuals to assist us in our path to provide the best service to the best clients in our selected region of Washington State.
- WA Patriot's family centric company, along with an award-winning approach to Design-Build, Safety, and Construction, **makes our company worth considering when contemplating your future in the industry.**
- Applicants are recommended to state relevance to their own service and leadership qualities.

Washington Patriot Construction is an Equal Opportunity/Access/Affirmative Action/Pro Disabled & Veteran Employer. All qualified applicants will receive consideration for employment and will not be discriminated against on the basis of disability

Send Resumes to bmelchior@wapatriot.com