



## General Construction – Project Manager

Las Vegas-based general contractor is seeking an experienced project manager to manage multiple commercial construction projects from concept to completion. Candidates must possess the proper skills and character attributes to fulfill the following essential functions:

- Professional experience and a clear understanding of all phases of the project life-cycle (pre-construction, construction, and post-construction close-out) including:
  - The ability to accurately budget and forecast financial projections for cost-to-complete
  - A thorough understanding of regulatory requirements and the permitting process
  - The ability to create and maintain detailed project schedules and updates for all types of projects
  - Effective management of the material procurement process
  - The ability to prepare comprehensive scopes of work with appropriate exhibits
  - Thoroughly understand contracts and subcontracts terms and conditions
  - The ability to analyze plans and specifications for constructability
  - Prepare and maintain accurate project documentation and records, including RFI's, logs, job reports, meeting minutes, submittals, change requests, correspondence, etc.
  - Preparation and tracking of invoices, pay applications, and related compliance documentation
  - Subcontractor selection and buy-out
  - Monitor superintendent and job performance for adherence to schedules, contract terms, and safety procedures
  - Organize and facilitate project meetings with clients, consultants, and subcontractors
- The ability to consistently meet or exceed deadlines required for each project
- Effectively manage the project support team to maximize efficiency and profitability
- Clearly communicate and implement goals and expectations
- Outstanding attention to detail with strong documentation skills
- The ideal candidate must have a congenial disposition and professional customer service skills.
- The ability to work closely with others in a team setting while providing the necessary mentorship and training as required
- The ability to manage several complex issues or problems simultaneously

### Education and Experience:

Bachelor's degree in Construction Management, Engineering, or Business Administration (with relative construction experience).

A minimum of 10 years of supervisory experience in new construction, tenant improvement, and renovation type projects in the commercial construction arena with projects up to \$15,000,000.

Candidates must be fluent in construction management, job costing, and scheduling software.

Benefits: Competitive with industry

Compensation: D.O.E.

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### About DC Building Group:

DC Building Group is a general contracting firm with a mission to provide opportunities and enhance the lives of our team and the communities we serve. DCBG was founded in 2001 and since its inception has conducted business with the highest degree of professionalism and integrity with a commitment to quality and customer satisfaction. We offer personal service in an honest and open environment resulting in more than just enhancing our customers' bottom line. With a diverse group of construction leaders and professionals, we are licensed, insured, and experienced in a wide variety of construction and delivery methods. Our team builds your project with quality, ahead of schedule, on budget, while continually finding the most cost effective and efficient practices. We tailor our services to meet your needs with a results-driven approach. DCBG has the capabilities and experience of a large firm and the intimacy of a mid-size firm to achieve success for the team. DCBG is licensed in numerous states across the country with a focus on the Western USA. It has become one of the largest, locally owned general contracting firms in Las Vegas with a portfolio that includes office, medical, industrial, hospitality, retail, restaurant, religious, non-profit, aviation, education, and public works.