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POSITION PROJECT MANAGER

SUMMARY

The Project Manager is responsible for overseeing the successful planning, execution, and completion of construction projects, ensuring they are delivered on time, within scope, and on budget. Key responsibilities include coordinating with architects, engineers, contractors, and clients, managing project budgets and schedules, and overseeing resource allocation. The role also involves performing risk management, ensuring compliance with safety regulations and quality standards, and maintaining relationships with third-party vendors. The Project Manager provides regular progress updates to stakeholders and manages any changes to project scope or costs to ensure smooth operations from start to finish.

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KEY RESPONSIBILITIES:

- Lead the strategic planning, coordination, and execution of construction projects, ensuring seamless progression from inception to completion.
- Collaborate closely with architects, engineers, contractors, and clients to achieve all project goals and align objectives.
- Oversee comprehensive project budgeting, scheduling, and resource allocation, ensuring optimal efficiency.
- Guarantee timely project delivery within defined scope, budget, and quality parameters.
- Develop and maintain detailed project plans to effectively track milestones and overall progress.
- Proactively manage changes to the project scope, timeline, and costs through robust verification and control processes.
- Identify, assess, and escalate project risks and issues to senior management as required, ensuring timely resolution.
- Implement and uphold rigorous risk management practices to mitigate potential project challenges.
- Foster and sustain strong relationships with third-party vendors and external stakeholders.
- Ensure strict adherence to safety regulations and compliance with all relevant quality standards.
- Deliver comprehensive progress reports to stakeholders, ensuring transparency and clear communication throughout the project lifecycle.

REQUIREMENTS

- Bachelor's degree in Civil Engineering or a related field.
- Project Management Professional (PMP) certification is a plus.
- Minimum of 10 years of experience in project management within the construction industry.
- Proven experience in managing construction projects of various sizes.
- Strong knowledge of construction processes, materials, and legal regulations.
- Proficient in project management software (e.g., MS Project, Primavera).
- Excellent organizational, leadership, and communication skills.
- Ability to manage multiple projects simultaneously.
- Strong problem-solving skills and attention to detail.

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