CEM JOB OPPORTUNITY

Posting ID:

Company: Sierra Air Conditioning  Website: SierraCoolsLV.com
Job Title: New Construction Project Mgr.  Work Location: Las Vegas
Position Type: Full-Time  Salary: Unknown
College Major(s): CEM  College Level(s): Senior, Graduate

OVERVIEW
The Las Vegas Valley's #1 HVAC company is still growing and is starting out the year strong! We need project managers to serve our growing client base.

This position is responsible for the supervision of installation of HVAC equipment to numerous new residential construction sites. You will be actively involved with site visits as well as internal installation and project start meetings. The overall goal of the Project Manager is to ensure a safe and quality project is completed on schedule and within budget, while enhancing client relationships and the company’s image.

Roles and Responsibilities

• Oversee the management and installation of HVAC equipment for new residential construction projects including project planning, budgeting, and identification of resources needed.
• Communicate effectively with homebuilders and staff to complete various phases of the project.
• Monitor the progress of construction activities on a regular basis to ensure plan is following established timeline.
• Maintain strict adherence to budgetary guidelines, quality and safety standards.
• Make regular visits to construction sites to conduct inspection.
• Identify and resolve elements of project designs and construction plans that may give rise to disputes.
• Ensure projects are completed per plan.

Qualifications and Education Requirements

• Degree in construction management or related field with a minimum of 2 years work experience within the construction industry.
• Proven ability to manage multiple projects/activities in a dynamic fast pace environment.
• Superior communication and organization development skills.
• Strong interpersonal skills and ability to work with and manage cross-functional teams.
• Experience/Knowledge with OSHA compliance, project scheduling and document control are preferred
• Interface with contractors in the preparation of work orders on all new projects.
• Maintain constant communication with home builder
• Schedule the completed work order to include: pre-construction on-site meeting when appropriate, sequencing, timing, master scheduling, and your trade’s scope of work. Schedule inspections of job progress
• Administer work orders or schedule employee assignments during the project progress.
• Maintain documentation on personal inspections and project flow and report to owners.
• Maintain professionalism with project conditions: (i.e.: workmanship, homebuilder relationships, safety, cleanliness, and tradespeople conduct).

• Read and interpret specifications and plans to determine requirements and planning procedures
• Establish project objectives, policies, procedures and performance standards within boundaries of company policy and contract specifications
• Complete all reports and records in an accurate and timely manner

PLEASE NOTE: We are very selective and only hire the best of the best! You must possess the following:
• Great Attitude
• Great Client Care Skills
• Strong and Powerful Communicator
• Desire for High Income
• Strong Ethics and Morals
• Desire To be The Best
• Clean Background
• Clean DMV Record
• Drug-Free
• Spanish speaking is a plus!

Where To Apply:
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