



Mechanical Construction Project Manager

Description:

Harrell-Fish Incorporated Mechanical & Building Solutions (HFI) is a full service contractor delivering successful projects on time and within budget in a wide range of industries. This requires estimating, sales, and management/coordination of materials & equipment delivery, field personnel, office support staff, subcontractors, and other trades. Our team is experienced in meeting all client challenges.

Due to our recent growth and development plan we are seeking a team member with Mechanical Construction Project Management experience to work within a team environment to provide truly exceptional client service.

Duties include but are not limited to:

- Manage and coordinate construction projects from conception to completion
- Understand all projects in-depth to order materials/equipment, issue subcontracts, and develop billings
- Work in conjunction with HFI field supervision to coordinate and direct construction workers and subcontractors
- Complete and manage all RFI's, change orders, submittals, and etc... Ensure all project team members are fully informed of this information
- Plan ahead to prevent problems and resolve any emerging ones
- Estimate and sell plan/spec projects and design-build projects.
- Analyze, manage and mitigate risks
- Work with jobsite supervision to ensure safety on the jobsite
- Oversee all onsite and offsite constructions to monitor compliance with building and safety regulations
- Ensure contractual conditions of performance are met

Requirements

- Proven working experience in construction management
- Knowledge of HVAC & Plumbing systems, building products, construction details/design and relevant rules, regulations and quality standards
- Familiarity with construction management software packages. Overall strong computer skills
- Ability to plan and see the "big picture"
- Competent in conflict and crisis management
- Leadership and human resources management skills
- Self-motivated with excellent time and project management skills
- Ability to work within an environment with deadlines while having to multi-task with multiple priorities.

- BS degree in construction management, architecture, engineering or related field

Reply to: Mechanical Project Manager

PO Box 1998, Bloomington, IN 47402-1998

Or to [careers@harrell-fish.com](mailto:careers@harrell-fish.com) (mention "Mechanical Project Manager" in the subject line.)