



Position Title: Senior Project Manager	Location: Various
Supervisor: Project Executive	Exemption Status: Exempt
Department: Project Management	Full/Part-Time: Full Time

Founded in 1984, BEAR Construction Company is a family-owned General Contracting and Construction Management firm located in Chicagoland, completing work throughout Illinois and Wisconsin. In addition to our 100+ full-time professionals, we also employ a large team of union carpenters, laborers, and painters.

Position Overview

BEAR Construction is seeking a highly motivated industry professional focused on implementing various delivery methods, and technology solutions to enhance the effectiveness of the team and organization. You have a proven track record of being committed to client excellence and apply a forward-thinking approach. As a Senior Project Manager, you will plan and manage the construction for a wide range of projects from start to finish. You will organize and oversee construction procedures and ensure projects are completed in a timely and profitable manner. The ideal candidate will have an analytical mind and great organizational skills.

Responsibilities:

- Construction planning, estimating, budgeting and forecasting
- Cultivate and build relationships in the industry
- Ensure projects meet financial targets
- Help manage and mentor BEAR project team members
- Contribute to the creation of a high performing, innovative team environment
- Provide effective communication throughout all phases of the project
- Ensure project team alignment to the culture, values, and behaviors of BEAR Construction
- Provide value engineering options where applicable to benefit clients' project goals
- Analyze and evaluate subcontractor/vendor proposals for accuracy and completeness
- Prepare well documented and comprehensive proposals to clients for their respective projects
- Create, develop and maintain a detailed construction schedule that incorporates communication from the project team
- Perform regular project site walk-throughs to ensure contract performance, safety compliance, and quality control
- Resolve project conflicts in timely and professional manner
- Manage the permit process and ensure the project is in compliance with all local authorities and jurisdictions
- Oversee the timely completion of all accounting-related duties, such as invoicing, collections, AP invoice approvals, contract issuance and quarterly reporting (WIP, Projections, etc.)
- Ability to keep people focused on those things critical for profitable growth

Qualifications:

- Minimum of 10 years of experience in commercial construction as a Project Manager
- 3+ years of proven experience as project lead on large complex projects is desired
- Construction Experience or experience in similar field

- College Degree – (Construction Management or Engineering preferred)
- OSHA Safety Trained, experience in quality, health and safety standards
- Thorough understanding of architectural, structural, civil and MEPFP systems
- Proven track record of delivering profitable projects while maintaining safety and quality standard set forth by both the client and BEAR
- Capable of preparing detailed bid packages and instructions to bidders
- Exceptional communications skills (written and verbal) and intuitive interpersonal skills
- A highly entrepreneurial, self-motivated and results-oriented individual.
- Strong time management skills, adaptable with ability to manage multiple priorities & meet deadlines, and keen attention to detail
- Tech Savvy: Proficient with the tools utilized in our industry including but not limited to scheduling, estimating and project management software packages
- Excellent interpersonal skills
- Strong negotiation and conflict resolution skills
- Remains open to new ideas, strategies and innovative approaches
- Excels at building relationships and collaborating with a team
- Able to balance team and individual responsibilities
- Demonstrated leadership, mentoring and supervision experience
- Excellent communication skills. Makes sound decisions and demonstrates a can-do attitude in finding creative solutions to problems using all available resources
- Goal driven individual, dedicated, self-motivated, resourceful and candid
- Ability to set boundaries and delegate tasks appropriately

Opportunities for Growth

Additional responsibilities, cross-training and internal advancement opportunities are a few examples of how BEAR Construction Company's management team continually strives to motivate and challenge employees.

BEAR Construction is an Equal Opportunity Employer.