

Project Manager – Heavy Highway Construction

Foremost Paving, Inc. has an opening for a Project Manager (PM). The PM will plan, organize and control all resources (people and materials) for the successful execution of a project. The PM leads project teams in the construction of projects ensuring project quality, schedule, cost control, safety and customer satisfaction objectives are met. This individual must possess strong analytical, organizational, planning and communication skills with a commitment to high standards, integrity and ethics.

Some of the responsibilities include:

- Oversees construction project from start to finish
- Sets safety, quality, schedule, cost and owner relationship goals
- Provides input and supervises all pre-construction services such as purchase orders, subcontracts, schedules, job cost set-up and project pre-planning
- Works with the Division Manager to obtain the personnel and equipment resources required to properly staff the project
- Reviews project proposal or plans to determine time frame, procedures for accomplishing project, staffing and equipment requirements, and allotment of available resources to various phases of the project
- Manages the financial aspects of contracts
- Develops baseline project schedule with assistance from Division Manager and/or Superintendent
- Monitors and reports project cost and schedule performance; recommends corrective actions if needed
- Assists Superintendent with problem or conflict resolution; assist in driving subcontractors or work force
- Reviews change orders for accuracy
- Manages the scope of work and has mastery of the contract documents
- Manages claims; identifies and resolves potential claims with subcontractors/suppliers
- Participates in project coordination meetings
- Assists estimators with the definition of bid packages
- Perform or direct entry of cost information into job costing program, and review for accuracy
- Perform or direct submittals to agencies as required for construction of project
- Ensures adherence to insurance, safety, labor relations, EEO and tax regulations
- Monitors and ensures quality control, and that best construction methods are being used.
- Directs and ensures timely completion of project close-out activities
- Protects and promotes the interests of the Company; ensures all compensation for work performed is received
- Visit Project sites to observe progression

Essential skills and experience:

- Bachelor's degree in Engineering, Architecture, Construction Science, or related field and/or five years of managerial and supervisory experience in the heavy highway construction industry
- Extensive knowledge of construction methods and materials, costing, scheduling and estimating
- Demonstrated ability to lead people and get results through others
- Ability to organize and manage multiple priorities
- Problem analysis and problem resolution at both a strategic and functional level
- Good computer skills
- Excellent interpersonal and communication skills
- Strong team player
- Bilingual (English/Spanish) preferred but not required

Foremost Paving, Inc. employees enjoy the following benefits:

Paid vacation

Medical insurance plan at low cost to employees

Voluntary Dental, Vision, and Disability insurance

401(K) Plan with Discretionary Employer Match

Qualified candidates can fax resumes to 956-316-8924 Attn: Human Resources or email resume with cover letter to clarissa@fpitex.com.

AN EQUAL OPPORTUNITY EMPLOYER

Foremost Paving, Inc. is an Equal Opportunity Employer. Prospective employees will receive consideration without discrimination because of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.