



Constructing Value, Building Trust

E.P. Doyle & Son, LLC is seeking an experienced and highly motivated, detail-oriented individual with a passion for working in the construction industry who is interested in joining our team as a Project Manager.

Job Description:

At Doyle, the Project Manager is responsible for the overall direction, completion, and financial outcome of construction projects from initial budget through project closeout. The Project Manager is expected to work with people at all levels of Management and Field Supervision to establish operational priorities and ensure a quality project. The ideal candidate is expected to maintain positive and effective working relationships with both internal and external members of the Construction Project Team and support departments.

Responsibilities:

- Estimate, value engineer, and develop project budgets.
- Ensure customer satisfaction by identifying and exceeding client needs.
- Work with Assistant PM's, Project Engineers and Superintendents to ensure customer satisfaction and help mentor our internal teams.
- Plan and schedule projects
- Manage jobs in progress including subcontractor coordination, conflict resolution, documentation and ensuring quality and safety on every job.
- Manage project costs through the ongoing evaluation of labor, material and equipment; continue to forecast and analyze construction costs, exposures and profits through project completion.
- Perform project closeout.
- Provide leadership through building relationships, motivating others, providing clear direction, and cooperative teamwork.
- Communicate effectively, both written and verbal.
- Interact with clients and potential clients to identify and pursue potential work.
- Prepare and participate in client presentations and project interviews.
- Negotiate and secure new business.

- Manage jobs in progress including subcontractor coordination, conflict resolution, documentation and ensuring quality and safety on every job.
- Negotiate subcontractor and material award process; develop and negotiate subcontracts.
- Facilitate the subcontractor bid process.

Desired Skills and Experience:

- Four-year degree in an accredited Construction-related curriculum or equivalent.
- 3+ years of experience as a Construction Project Manager level OR 5+ years of construction management-related experience.
- Experience in estimating, scheduling, budgeting/cost control, field supervision, safety and financial reporting
- Understanding of corporate and industry practices, standards, process, etc. and their impact on project activities.
- Extensive knowledge of construction, design, finance and management required.
- Ability to build and maintain strong relationships and communication with customers, internal teams, superintendents, etc.
- Detail oriented and self-motivated with the ability to work independently and as part of a team.
- Strong background with PC-based scheduling spreadsheet applications including all Microsoft Office Suite applications, Microsoft Project, Procore, Bluebeam, Building Connected, Primavera, Auto CADD or any other construction related software application.

Benefits:

- Competitive Base Salary
- 401(k) Match
- Profit Sharing
- Discretionary bonus
- Excellent Medical and Dental Insurance
- Life Insurance
- Vacation, Holiday, and Sick Pay
- Summer hours