

# Construction Project Manager

Faraday Microgrids

## Job Details

- Full Time
- Full medical and dental benefits
- 401k
- PTO
- Work location – Primarily in the main office with some travel required.

## Job Summary

Faraday Microgrids is an innovator in the design, construction, and operation of commercial scale renewable energy microgrids in California. Though we have a specific focus in healthcare and more particularly hospitals, our customers fit within a wide range of the commercial and industrial market from food production to Tribal nations. We are seeking driven construction project managers to help execute our growing project portfolio with the utmost care for quality, customer service, and budget awareness. Our project managers are responsible for providing leadership and organization to execute assigned projects in a safe, profitable, and timely manner. They are responsible for seeing a project through from design through construction as well as project commissioning and closeout. If needed, they also participate in the estimating, bidding, and contract negotiation phases of a project. Our project manager's primary function is to lead the successful design, construction, and completion of the work on budget, on time, and to spec.

## Full Job Description

### Key Responsibilities:

### Requirements:

- At least 5 years of experience as a project manager with a commercial general contractor
  - Similar experience with a commercial electrical contractor is acceptable
  - Experience in an engineering field may be acceptable.
- Four-year construction-related degree, engineering-related degree, or equivalent combinations of technical training and/or related experience.
- Experience working with and coordinating design teams including architects, structural engineers, electrical engineers, and civil engineers.
- Experience with construction permitting processes
- Ability to be self-motivated, proactive and an effective team player
- Must be capable of managing multiple tasks under time constraints
- Must possess the ability to solve practical problems and deal with a variety of specific variables in situations where only limited standardization exists

- Ability to prioritize and manage multiple tasks, changing priorities as necessary
- Ability to work under time pressure and adapt to changing requirements with a positive attitude
- Ability to accurately read and interpret construction drawings
- Thorough knowledge of contract documents, materials, equipment utilization, scheduling systems, productivity analysis, construction operations, and cash flow procedures
- Demonstrated ability to manage multiple subcontractors across a range of trades
- Demonstrated capabilities with construction planning including scheduling and budgeting
- Willing to travel for projects throughout California
- Proficient use of all Microsoft Office Suite programs
- Strong verbal and written communication skills
- Strong persuasive and interpersonal skills
- Ability to identify and meet customer's needs, expectations and requirements
- Familiarity with team-building techniques
- Ability to interact effectively and professionally with all levels of employees, both management and staff alike, vendors, clients, and others

### **Physical Requirements:**

- Ability to wear personal protective equipment is required (including but not limited to; steel toed shoes, gloves, safety glasses, hearing protection, hardhat, vest, etc.)
- May reach above shoulder heights and below the waist on a frequent basis
- Must be able to comply with all safety standards and procedures
- May stoop, kneel, or bend, on an occasional basis
- May use telephone, computer system, email, or other electronic devices on a limited basis to communicate with internal and external customers or vendors
- Occasionally will climb stairs, ladders, etc.
- Required to use hands to grasp, lift, handle, carry or feel objects on a frequent basis
- Will interact with people frequently during a shift/workday
- Will sit, stand, or walk short distances for up to the entire duration of a shift/workday.
- Will lift, push, or pull objects on an occasional basis

### **Preferred Experience:**

- Experience with renewable energy systems
- Electrical construction or project management experience
- Electrical engineering experience
- Experience with public works projects
- Experience with State and/or Federal grant projects
- Experience with healthcare/hospital construction as well as OSHPD/HCAI
- Experience with project estimation
- Knowledge of electric utilities, interconnection processes, and tariffs
- Relevant project management certifications
- Experience with software such as Aurora Solar, Energy Tool Base, PVwatts, AutoCAD, SketchUp, and Procore

## Responsibilities:

- Execute the transition of projects from the estimating phase to construction phase which includes leading regular project review meetings, as well as , review of contract requirements, general conditions, schedules, budgets, subcontracts, and purchase order agreements.
- Day to day oversight of assigned projects to ensure execution on time, on budget, and to the highest quality.
- Manages the development of the overall CPM schedule and assures coordination with the Project Superintendent and the procurement schedule with the Project Engineer. Ensures that as many levels of detailed schedules are prepared and distributed as required to support the project schedule. Pays special attention to prevention and documentation of delays or changes. Ensures that the Lean process is effectively utilized for all scheduling activities.
- Responsible for the timely preparation and execution of purchase order agreements and subcontracts with respect to insurance certificates, bonds, and the appropriate lien waivers.
- Responsible for understanding and administering prime contract terms and conditions, contract documents, subcontract agreements, purchase order agreements, insurance, etc. Oversees and ensures all the processes involved in budgeting and controlling costs so that the project can be completed within the approved budget. Demonstrates business acumen within area of responsibility.
- Coordinate subcontractors and design teams as well as hold lead regular coordination meetings to ensure proper dissemination of information.
- Routinely communicate with leadership on project status and progress.
- Coordinate with customers to ensure to the top level of customer service and satisfaction with our work.
- Coordination and execution of permitting, interconnection, and any other approvals required.
- Maintain proper document organization including, change orders, RFIs, submittals, drawings, safety logs, subcontractor reports, etc.
- Reviews, negotiates, and executes all change orders, supplements, and cost control budget adjustments.
- Manages all billings to ensure timely submission of payment applications and collection of payments from the owner in order to maintain a positive cash flow position. Manages the overall payment process and follows all prompt pay laws with the subcontractors.
- Complete close-out requirements and punch lists in a timely manner, as well as manage transfer to customer of warranty information, operations/maintenance manuals, MSDS, and any other close documentation required. Also, manage warranty call backs promptly to maintain strong owner/client relationships.
- Coordinate with the Project Superintendent the means and methods required for the successful and profitable execution of the work.
- Establish the project charter and a comprehensive project management plan (PMP) including the project scope management plan, procurement plan, environmental plan, time management plan, financial plan, quality management and safety plans and risk management plan to ensure successful project execution. Demonstrates a thorough understanding of the change management process.

- Has the overall responsibility for project success, including profitability, safety, schedule, quality, and customer satisfaction as well as responsibility for personnel decisions that impact the project. Plan, acquire, review, develop and manage the project
- Participate in preparation and review of estimates with attention to the following: adherence to cost control system, equipment requirements and utilization, constructability, formwork, materials, manpower, general conditions, schedule, insurance, etc.
- Participate in the business development process including client contacts, relationships, proposals, presentations, and negotiations for selected projects.
- Prevent claims, identify potential claims, quantify, mitigate/resolve the effects of those that do occur on a timely basis.
- May assist in the interviewing and hiring of support staff.
- The duties and responsibilities are intended to describe the general nature and scope of work being performed by this position. This is not a complete listing and other duties will be assigned based on the position's role within the business unit.

**Equal Opportunity Employer Statement:** Faraday is committed to the equal treatment of all employees, and/or applicants for employment, and prohibits discrimination based on race, religion, sex (including pregnancy), sexual orientation, gender identity, color, age, disability, national origin, covered veteran status, genetic information; or any other classification protected by applicable Federal, state, or local laws.