

## **ELECTRICAL PROJECT MANAGER**

### **THE ROLE**

The Project Manager is a key operational position for Streib and serves as the single point of contact for internal and external parties during the construction phase of projects. This position is responsible for both project and field management aspects of the job and ensures projects are completed on time, within budget, and exceeding customer expectations. The Project Manager may be asked to manage multiple projects, one large project or assist other Project Managers.

### **ESSENTIAL JOB FUNCTIONS**

- Promote Streib, Live by and Coach The Streib Way, The Streib Core Values and The 5 Steps of Successful Service
- Thoroughly review all jobs and ensure play meetings, submittals and all other start up requirements are completed for a strong launch on every project
- Control time, cost and quality of projects through efficient scheduling, coordination of subcontractor work, and quality oversight
- Provide coaching and direction to improve individual and project performance
- Work with the Project Team to identify to ensure the project is appropriately resourced, materials are available, and daily field operations are on track
- Manage and purchase material to ensure material budgets are kept and be able to find solutions if cost run over
- Proactively identify issues on projects and identify methods to resolve issues to get projects back on track
- Must be able to learn, understand and utilize the technology and computer software provided by Streib as required
- Ensure customers receive frequent communications regarding the status of the project and are made aware of options to problem-solve challenges
- Build lasting relationships with customers, subcontractors and suppliers
- Ensure a strong close on every project

## **KNOWLEDGE, SKILLS, AND ABILITIES**

- **Demonstrates innovative problem solving and a strong analytical skill**
- **Strong ability to prioritize and develop work schedules**
- **Maintains composure, professionalism and objectivity in difficult situations and effectively resolves conflicts without escalating tension**
- **Familiar with basic computer programs such as Excel, Word, Outlook, and Adobe Acrobat**
- **Excellent communication skills, both in writing and face-to-face**
- **Strong ability to build relationships, influence others into action, and work exceptionally well under pressure**
- **Demonstrates a strong knowledge of electrical materials**
- **Above average knowledge of construction**
- **Embraces technology**

## **BASIC QUALIFICATIONS**

- **Minimum (4) years of experience as a general foreman**
- **Bachelor's degree in construction management, project management, or an equivalent combination of closely related education and construction experience**
- **Basic knowledge of project management and scheduling software**
- **Valid driver's license**
- **OSHA-30 and First-AID/CPR certifications are required within 30 days of hire**