

Project Manager

We are a small business, defense contractor executing big missions for clients that we admire, respect and enjoy working with. From media relations, communications strategy and planning to custom design strategies, virtual environments and events, facilities branding and workspace environments – we deliver! Our team includes Veterans, communications practitioners from industry as well as federal and DOD agencies.

We are seeking a Project Manager/Site-Lead to work full-time in the Huntsville, Alabama area. This position is hybrid requiring 2-3 days onsite per week at Redstone Arsenal in support of client meetings, and the ability to travel to Atlanta for team meetings once a week or every other week.

This position requires a professional with strong experience in client management, scheduling, and subcontractor management. Prior military experience is not required, but preferred.

Responsibilities:

- Develop and track project plans and schedules.
- Forecast revenue, profitability and project costs with the assistance of accounting management team.
- Implement safety standards and quality assurance controls with QCM and SSHO.
- Coordinate work of subcontractors.
- Verify subcontractors are following all specifications, building codes and regulations.
- Obtain all necessary permits and licenses for projects.
- Supervise assistant managers, project engineers, quality control managers, SSHO's and superintendents.
Generate regular internal and external project reports.
- Review project reports, check on any reported difficulties, and correct any safety violations or other reported deficiencies.
- Proactively identify changes in project scope and ensure appropriate measures are taken.
- Perform tasks pertaining to closeout / turnover of all construction projects.
- Manage day to day operational aspects of multiple construction projects in a supervisory role.
- Manage day to day client interactions and expectations either directly or in a supervisory role.
- Must be able to perform at all project management levels.
- Manage professional development of directly supervised employees to ensure their growth within the industry, to include continuing education to expand employee's knowledge base.
- Help generate cost estimates for bids.

Qualifications: Minimum 5 years' experience

- BS or BA Degree.
- Prior military experience preferred.
- Strong collaboration and interpersonal skills including tactful conflict resolution.
- Proficiency in computer skills, with an emphasis on Microsoft Office and schedule building in Microsoft Project.
- Financial and Job Cost Accounting Knowledge.
- Ability to work under pressure and coordinate numerous activities and groups of people in efforts to cooperate and achieve maximum efficiency.
- Must be a self-starter, highly motivated individual that works well with a team and adapts to dynamic environment changes.
- Passionate about your work and results driven.
- Strong understanding in project management and data analysis.
- Excellent verbal and written communication skills.
- Strong analytical and problem-solving abilities.
- Strong organizational skills.
- Ability to adapt to change quickly.
- Flexible to work long hours as required to meet project deadlines.

We provide a competitive benefits package with all the things we love and need:

- Competitive base salary
- Work from home flexibility
- 401K with matching incentive
- Short and Long-term disability
- Life insurance
- PTO
- Paid holidays
- Professional development opportunities

We are a rapidly growing communications firm that has a reputation for delivering communications-based solutions that enhance our customer's state of readiness while improving their bottom line. We love what we do. We take care of our customers, our employees, and others. If you're ready to make a difference and help bring our customers' mission to life while enhancing your career and growth goals – we would love for you to join us!