

Job Title:	Project Manager, Dahmes Contracting	Reports to:	Sr. Project Manager, Dahmes Contracting
Department:	Dahmes Contracting	Supervises:	N/A; Project Superintendent (When Applicable/Trained)
Location:	New London, MN	Exempt/Non-Exempt:	Exempt
% Travel Required:	Approximately 20%	Full-time/Part-time:	Full-time

Job Description

Role Overview: The Project Manager is the lead person in charge for mid-size projects at Dahmes Contracting (DC) from the time they are sold through final billing, or are a key management team member on large projects. They coordinate all activities related to the project, including design & engineering, procurement, installation, and commissioning to ensure a quality project delivered on time and on budget.

Responsibilities:

- Delivering to the customer commitments made in the proposal
- Maintaining communication with the client and Dahmes stakeholders
- Project Bidding
- Creating and maintaining the project schedule
- Creating and maintaining project budgets
- Project pre-planning & sequencing
- Writing subcontracts and purchase orders
- Facilitating buyouts and material procurement for field and fabrication materials, devices, and equipment
- Procure project set-up and maintenance
- Conducting installation inspections for quality and accuracy
- Working with accounts receivable to invoice in accordance with payment milestones
- Facilitating project commissioning
- Facilitating construction meetings
- Ensuring vendor and owner compliance with insurance requirements

Understand and support Dahmes' Core Values and Core Purpose:

- **Authentic:** We know who we are and we own it. We build and sustain our company and relationships by being honest.
- **Pioneering:** We take risks to create forward looking solutions. We thrive on tackling new challenges and achieving the best possible outcomes.
- **Committed:** We shake hands and keep our word. We deliver on our promises and don't take short-cuts along the way.

Requirements:

- Bachelor's Degree in Project Management, Engineering, or other related degree
- 3+ years Industrial process and/or commercial construction industry experience
- Basic understanding of SolidWorks
- Proficient in Microsoft Office Suite
- Proficiency in Procore
- Ability to climb stairs and work on ladders/lifts
- Ability to work with various tools and instruments
- Must be able to lift up to 25 pounds at times
- Eligible to work in the USA and travel internationally

Preferred Competency/Experience/Education:

- Detail oriented
- Strong organizational and interpersonal skills
- Critical path scheduling & use of gantt charts
- Knowledge of sanitary construction requirements
- Hardworking and a self-starter
- Able to organize and tackle a large complex task
- Structural Steel and Precast Concrete Experience
- PMP Certified Preferred

Travel Required:

- Up to 20% Travel is required