



PROVIDENCE
C O N S T R U C T I O N

Project Manager

Job Description

Providence Construction is looking for a Project Manager for our company that performs land and lot clearing, turn-key site development, utility contracting services, and transportation/hauling services in the greater central NC region and does so in a fast-paced environment with a hands-on management style.

The Project Manager is responsible for ensuring the financial well-being of our projects, adding input to keep safe field operations, and developing relationships with clients to gain repeat customers. The single most crucial task of this role is to continue to protect and engrain the core values of Providence Construction to create a culture that is the bedrock for us to grow upon. The ideal candidate is motivated, detail-oriented, and customer-centric with a positive attitude, a will to win, and an ability to effectively communicate to cross-company teams.

Job Responsibilities

- Consistently strive to have a safety culture to the highest standard and continually be innovative and forward-thinking
- Manage the relationships, schedules, and financials for turnkey sitework projects
- Manages the procurement process, including labor, equipment, and the issuance of material purchase orders, and subcontracts
- Schedule project subcontractors and coordinate their scopes
- Resolves major schedule conflicts to avoid delay, disruption, and profit loss
- Work closely with Operations Managers to complete the building of the project
- WIP reviews and financial compilation for your specific jobs
- Review and approve weekly Job Costs
- Execute monthly closing schedule to include AP and billings
- Assist Preconstruction Division in completing estimates for future jobs when needed, get comfortable with B2W software
- Oversee Data collection through time entry, to advise on production rates in our bids
- Sell profitable third-party work in utilities, turn-key site work, and construction
- Help develop a scoreboard system for letting Crew Leaders know how their projects are going on a weekly basis
- Attend pre-construction and routine jobsite meeting with Clients
- Lead internal pre-construction meetings with our team to ensure projects are understood and started correctly
- Prepare contracts and negotiate revisions, changes, and additions to contractual agreements with clients, suppliers, and subcontractors
- Observe, identify and take initiative with a “Will to Win” mentality to continue to “Build the Brand”

Qualifications

- Bachelor's degree in engineering, construction, construction management or similar degree.
- Minimum 3 years experience with sitework or utilities
- Minimum of 3 years experience with project management
- Minimum 3 years of site development experience.
- Experience preparing contracts and negotiating revisions, changes, and additions to contractual agreements with clients, suppliers, and subcontractors
- Timberscan and/or Sage 300 accounting software experience, preferred
- Proficient with Google Suite (Sheets, Docs, Drive, etc) or Microsoft (Excel, Word, etc)
- Must have strong coordination, time management, active listening, communication, critical thinking, and reasoning skills
- Well organized, detail-oriented, and dependable
- Reliable team player with a strong work ethic and a "will to win" attitude
- Self-starter who is driven to excel and willing to take on new challenges

Why Work for Us?

At Providence Construction, we are passionate about operating our business with a focus on safety, accountability, and efficiency. We could not achieve our goals without dedicated people on our team and without our Vision which is: To Impact and Develop People. Our Core Values are the beliefs we hold which guide us as we perform our work and conduct ourselves.



Our Core Values are built on the foundation of Faith and Family. Our Faith in God guides us; to believe the best in each other, value family, and love our community.

Perks

- Full Kitchen: Our kitchen is fully available for your use and is even stocked with healthy snacks, candy bars, sweets, coffee, and more.
- Casual Dress Code: Replace your loafers and pumps with flats or sneakers. Our dress code is relaxed and approachable.
- Company Outings: We've never been able to get into the "all work and no play" concept. We'll frequently cut out early and go do something fun. Many of our larger events are pre-planned and already on the calendar.
- Free Coffee: Employees enjoy one free drink from the locally-owned coffee shop next door each workday.

Compensation

Full-time position: Includes paid time off, health insurance, retirement plan contribution matching, and more.

Apply Today!

If this sounds like a position and culture you'd enjoy and excel in, please send us your resume and cover letter to jobs@theriverwildteam.com.