

Senior Project Manager

Innovative Solutions, Meaningful Partnerships.

Our Company

Timco Construction, Inc. was founded in 1957, is privately held and headquartered in Plymouth, Minnesota. Timco takes a highly collaborative approach to our work. We work closely with all members of the project team to develop quality solutions for our clients and exceed their expectations.

Summary

Timco is currently seeking an experienced senior project manager with the ability to engage with a variety of staff in a dynamic environment while remaining flexible, resourceful, enthusiastic, and efficient with a high level of professionalism. As a senior project manager, you will provide overall leadership for a project including the management of quality, budget, schedule, safety, and profitability.

Essential Duties and Responsibilities

- Review project proposal plans and specifications to determine time frame, funding limitations, procedures for accomplishing project, staffing requirements, and allotment of available resources to various phases of project.
- Establishes work plan, scheduling and staffing for each phase of projects, and arranges for recruitment or assignment of project personnel as needed.
- Reads and understands drawings and specifications.
- Confers with team leader and project staff to outline workplan and to assign duties, responsibilities, and scope of authority.
- Works with the actual billing of projects and works with CFO to ensure a smooth process on all projects.
- Can negotiate with the owner and subcontractors on projects in order to maintain an efficient and well-run project
- Works with project Superintendent, project assistant, clients and subcontractors.
- Directs and coordinates project activities to ensure project progresses on schedule, on-time completion and within prescribed budget.
- Reviews status reports prepared by project personnel and modifies schedules or plans as required.
- Prepares project reports for management, client or others.
- Confers with project personnel and Owners to provide technical advice and to resolve problems.
- Coordinates project activities with activities of government regulatory or other governmental agencies as necessary.
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Education and/or Experience

- Bachelor's degree (B.A.) from four-year college or university; ten+ years related experience and/or training; equivalent combination of education and experience. Ground up experience required.

Computer Skills

- Proficient in Microsoft Project, Microsoft Excel Microsoft Word software. Knowledgeable in Project Management Software.

Why Timco ?

We offer a challenging, rewarding, and supportive environment where employees are positioned to make a positive impact on our business, our communities, and their own future. Timco strives to create a culture of integrity, respect and teamwork.

Timco offers full time employees the following package, including

- Medical insurance plan options
- Health Saving Accounts
- 401 (k) plan
- Company sponsored Life Insurance & Disability
- Personal Time Off
- Company vehicle for business use

Send resume including salary requirements to:

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