

Job Title

Regional Project/Operations Manager

Company

Bruce Olson Construction

Job location

The greater Tahoe-Truckee area

Pay and Benefits

\$75,000.00 - \$90,000.00 per year or DOE

Benefits: 401(k), Dental insurance, Health insurance, Vision insurance

Job Type

Full-time

Job Description

Bruce Olson Construction is looking for an experienced Construction Regional Project/Operations Manager to plan and supervise a wide range of construction projects from start to finish. You will organize and oversee construction procedures and ensure they are completed in a timely and efficient manner. An excellent Construction Regional Project/Operations Manager must be well-versed in all construction methodologies and procedures and able to coordinate a team of professionals of different disciplines to achieve the best results. The ideal candidate will have an analytical mind and great organizational skills.

Responsibilities

- Collaborate with engineers, architects etc. to determine the specifications of the project
- Is responsible for acquiring bids for subcontracts and long lead-time items.
- Obtain permits and licenses from appropriate authorities
- Determine needed resources (manpower, equipment and materials) from start to finish with attention to budgetary limitations
- Plan all construction operations and schedule intermediate phases to ensure deadlines will be met
- Acquire equipment and material and monitor stocks to timely handle inadequacies
- Supervise the work of laborers, mechanics etc. and give them guidance when needed
- Evaluate progress and prepare detailed reports
- Ensure adherence to all health and safety standards and report issues

Skills

- Proven experience as construction project manager
- In-depth understanding of construction procedures and material and project management principles
- Familiarity with quality and health and safety standards
- Good knowledge of MS Office
- Familiarity with construction/ project management software
- Outstanding communication and negotiation skills
- Excellent organizational and time-management skills
- A team player with leadership abilities

Education / Experience:

- BA degree and minimum 4 years of experience is preferred.
- Formal training in Project Management is preferred.
- Over 10 years of experience is preferred