



Construction Project Manager or Assistant PM

Job Summary:

The primary role of the Project Manager / Assistant PM is managing all project aspects: being responsible for the overall assigned project success, developing and maintaining project schedules, and building and maintaining effective relationships with partners, contractors, team members, and suppliers.

Applicants must have/possess:

- Associate's or Bachelor's Degree in Construction Management or other related degree (**preferred**)
- Current and valid Driver's license
- Reliable means of transportation
- Clear background screen

Benefits include:

- 100% Paid Premium Healthcare Plan
- Vision and Dental Insurance Plans
- Retirement Plan with Company Match
- Annual Profit Sharing Bonus
- Paid Time Off Package
- Weekly Pay
- Employee Referral Bonus Program
- Clothing Issuance

The primary role of the Project Manager / Assistant PM includes the following essential functions:

- Oversee and manage construction projects from start to finish
- Develop and maintain project schedules, ensuring timely completion of all tasks
- Coordinate with other contractors and team members to ensure project specifications are met
- Review and interpret project plans, schematics, and blueprints
- Monitor project progress and provide regular updates to stakeholders and other external partners
- Manage project budgets and ensure adherence to financial constraints
- Build and maintains effective relationships with owners, contractors, suppliers, and other FLP employees
- Performs other duties as assigned

Qualifications and Skills:

- Minimum of 2-3 years of experience in Commercial Construction, focusing on Project Management (**preferred**)
- Associate's or Bachelor's Degree in Construction Management or related degree (**preferred**)
- Excellent written and verbal communication skills
- Demonstrated excellence performance of multiple tasks in a fast-paced environment, with accuracy and attention to detail
- Strong analytical, problem solving, organization, and time management skills
- Strong knowledge of project management principles and practices

Forks Lath & Plaster, Inc. is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to their veteran status, disability, sex, sexual orientation, gender identity, race, color, national origin, age, religion, or any other characteristic protected under local, state or federal statute, ordinance, or regulation.