

Position Description:	Commercial Construction Project Manager
Classification:	Full-time employee (w-2) (salary)
Location:	Campbell, CA

ABOUT US

We at **COBE Construction, Inc.** are a group of **Commercial Builders and Engineers** that take great pride in providing exceptional value to every project of which we are a part. We are an innovative company with our own proprietary software and advanced project management tools that better enable the fast paced world of commercial construction. We are fortunate to work with many of the best and well known high tech companies in Silicon Valley. We believe our success over the past 17 years is in large part due to our can-do attitudes, family-like culture, and great work life balance. We genuinely feel that COBE offers its employees a great opportunity to grow and advance their professional careers.

ABOUT THE POSITION

As a Project Manager, you will be working under a Senior Project Manager or Project Executive assisting or leading the management of various types of Commercial Construction projects with two goals in mind, successful completion of the project and a great customer and construction partner experience to develop long term relationships for future work.

Construction Project Management Skills and Experience

- Vast experience in commercial construction (ideally commercial tenant improvement work in the Bay Area)
- Expert knowledge of construction means, methods, and procedures that you enjoy sharing with your team to educate them and help improve knowledge of the COBE project management team
- Proficiency in all project management activities including but not limited to: estimating, qualifying bids, preparing schedules, defining scope, preparing submittals, sending RFI's, and handling change estimates and change orders
- A strong grasp on the intricacies of construction project scheduling to avoid preventable delays
- Strong ability to navigate intricate financial and contractual situations to reach optimal outcomes while also exceeding the expectations of all construction partners from clients to subcontractors
- Proactive planning skills used to avoid additional costs or delays including communicating effectively and developing contingency plans to address issues before they ever happen
- The ability to develop, maintain, and enhance many close harmonious relationships with clients, architects, engineers, fellow employees, subcontractors, vendors, and local building officials
- The experience of working hand in hand with onsite Superintendent regarding approvals, schedule, and inspections
- Effective leadership skills that will be used to oversee all the project management activities of all those working on your projects
- The desire to take action and promote a great team dynamic through example and education
- The ability to be effective and efficient at delegating tasks when required
- A proven ability to work with other project managers, project engineers and superintendents
- A developed reputation for excellent customer service and repeat business
- The aptitude to understand specific client needs and make sure their expectations are met
- Proven to be effective at building relationships with construction partners that lead to opportunities to future projects

Professional Qualities

- A genuine internal desire to lead others to success through continuous improvement and grit in challenging times
- The ability to creatively solve problems when they arise and do so in a precise manner to control the magnitude of the problems
- Clear, concise, and prompt communication
- A strong desire/commitment to be a part of the overall company success

BENEFITS

- We offer stable salary employment with a Bonus Plan, and an opportunity to grow professionally and personally
- Complete health plan, 401K (matching), paid time off, holidays, smart phone, auto allowance, and more
- We are proud to be an Equal Opportunity Employer

For additional information regarding this position and COBE Construction, Inc. please feel free to contact our recruiter Elaine Cook (Elaine@cobeinc.com) for more detailed information.