

Facilities Project/Construction Manager: K-12 Construction

Location: Sacramento headquarters serving Northern CA clients

Expected pay range: \$120,000 - \$150,000 DOE

Job Description:

Capital Program Management (CPM) seeks a seasoned Construction Project Manager to work with school district clients. In this role, you will perform a variety of increasingly complex and technical duties related to districts' facilities planning and construction programs; and provide project coordination and management support to department activities and projects from pre-construction through close out.

Responsibilities include:

- Manages, oversees and coordinates all facets of the construction phase of a school facility project including mobilization, construction and closeout.
- Plans, organizes, directs and reports project management activities and progress to upper management.
- Coordinates with all pertinent public agencies during construction to comply with all off-site work.
- Manages project budget and schedule to meet the districts' qualitative standards.
- Performs day-to-day contract administration.
- Manages and coordinates project team and contractors in communicating directives and ensuring the project scope is built according to plans, specifications and cost limits.
- Reviews submittals, RFI's and CCD's to ensure District design standards are followed.
- Works with IOR to monitor the quality of work and review IRO's logs.
- Operate a computer and assigned software to input and review data: Excel, MS Project, Bluebeam; and drive a personal vehicle to conduct work and visit sites.

Additional qualifications for the position include:

- Previous experience supporting modernization and new construction of public works projects, particularly K-12 schools.
- Familiarity with facility and design standards *is strongly preferred*.
- Familiarity with public contract code, building codes, and other regulatory requirements.
- The individual will understand project delivery, time management and how to deal with unanticipated events and unforeseen conditions.
- State (DSA, CDE, OPSC, and CEC) and local agency experience, *strongly preferred*
- Degree in Construction Management or CMAA certificate in process *is strongly preferred*.

About Capital Program Management

Project Management professionals, are you looking for a dynamic and collaborative firm where you can establish a career home? Established in 1999, we are a consulting firm specializing in the planning and management of capital outlay building programs for public and institutional clients. We offer competitive salary and benefits, as well as a company-wide commitment to the continued professional development of each and every one of our team members. If this sounds like the kind of career move you've been wanting to make, and if you meet our qualifications, we want to talk with you.

CPM is voted among Best Places to Work by the Sacramento Business Journal since 2016. Visit our website for more information about our culture and benefits. capitalpm.com/careers

How to Apply:

Please submit your **cover letter and resume** by e-mail to jobs@capitalpm.com. The Human Resources department will contact qualified candidates.