



Construction Project Manager

Position Overview

Our client, **Urban Sites**, has been preserving and revitalizing Cincinnati Ohio, and its local areas for over 25 years. What started as a passion for historical restoration, has evolved into a full-service company offering Development, Construction, and Property Management Services in Over-the-Rhine, East Walnut Hills, and Covington. Urban Sites connects the people and businesses to the remarkable architecture and history in the area.

They are currently seeking a **Construction Project Manager** to join their team in downtown Cincinnati. As the Construction Project Manager, you will plan, coordinate, and execute an entire development from conception to completion. This role will have a focus on jobs with Government contracting and affordable housing. Other types of projects may include residential properties, office, retail spaces, and more.

Urban Sites is known for their talented group of individuals who are passionate about what they do. Are you someone who thrives in a fast-paced environment and has excellent leadership and communication skills? If so, let's talk!

Key Responsibilities

- Manage multiple projects at once, while maintaining the relationships involved in each construction project
- Lead each project accordingly by determining budget, managing costs, obtaining permits, overseeing procurement, bid analysis, contracts, and subcontracts
- Manage project schedule and all activities
- Complete AIA owner pay applications; prepare and track change orders and perform job cost projections
- Maintain a safe working environment per OSHA standards
- Confirm work is completed to specifications and building codes

Requirements

- 5+ years of Commercial Construction Project Management experience
- Undergraduate degree in related field (Engineering, Construction Management, Trade Work), or equivalent combination of education and experience
- Working knowledge of construction drawings, specifications, requests for information (RFI's), local, state, and national construction regulations, contracts, invoices, and other pertinent construction documents
- Experience with scheduling software and can produce/execute realistic timelines
- Excellent leadership and communication skills
- Proficient in general computer software including Microsoft Office suite
- Ability to tolerate moderate to extreme outdoor conditions
- Requires moderate physical effort required to sit, bend, stoop, lift, walk, climb stairs and general climbing

Desired Attributes

- **Curious**
- **Creative problem solver**
- **Teamwork**
- **Takes ownership and strives to always do the right thing**
- **Strong passion to impact and give back to the local neighborhoods**

Benefits & How to Apply

Benefits include PTO, paid holidays, health, dental, vision insurance, 401K, short-term disability, life insurance and long-term disability (company paid). Employee Rental Discount at an Urban Sites property after one year of service.

A Slice of HR is working with this client on a retained search basis. If you meet the qualifications and want to join this team of talented individuals, please send your resume to audrey@asliceofhr.com