



Project Manager

Reynolds Construction is an industry leader in the construction of water supply, wastewater, and renewable energy infrastructure. Providing generations of quality solutions, Reynolds has been a trusted name for over 85 years. Through all the years, Reynolds still holds true to the basic fundamental values by which it was founded: to deliver projects **safely, on time, within budget**, and to the **satisfaction** of our customers. We are dedicated to the safety of our team and committed to the highest standards of safety and construction performance.

Position Summary: The Project Manager must strive to complete projects safely and have a satisfied client, complete every project within time and budget; optimize project cash flow; satisfactory subcontractor relations; accurate and timely cost accounting and forecasting; identify, pursue, and recover fair compensation for all changes in scope; accurate and timely procurement. Develop our employees such that subordinates can advance their careers with us.

Responsibilities include but are not limited to: Direct project Profit and Loss Responsibility Safely and Productively, Subcontract & Purchase order scope development; Project Cost Accounting Setup; Procurement of materials and subcontractor; Development of the project schedule of values that will yield positive cash flow; Development of the project critical path method schedule; Obtaining all project requirement permits; Prime Contract Administrations; Subcontract and purchase order administrations; Prime contract progress payments; Prime contract change orders; Shops drawings; Invoice review and approval; Forecasting and updating of the project within financial software; Forecasting and updating of all logs; Monthly Gross Margin Report; Project Close-out in its entirety; Owner and engineer relations; Perform post-construction cost review and reporting; Training and mentoring of Project Engineers/Assistant Project Managers Provide overall management direction for two or more projects.

Essential Job functions:

- “How can I help” attitude.
- Plan, organize and staff key field positions through Division Operations Manager and/or General Superintendent
- Establish project objectives, policies, procedures, and performance standards within boundaries of corporate policy
- Initiate and maintain liaison with client, subcontractors, and vendors to facilitate construction activities
- Monitor/control construction through administrative direction of on-site Superintendent to ensure project is built on schedule and within budget
- Identify and investigate potentially serious situations, and implement corrective measures timely
- Lead regular planning meetings with Superintendent and Foreman as well as regular meetings with owner, subcontractors, and vendors
- Manage financial aspects of contracts (fee payment, rental equipment, income/expenses, etc.) to protect company's interest and simultaneously maintain good relationship with Client
- Assume additional responsibilities as directed by the Division Vice President

Prerequisites:

- 10 + years experience as a Project Manager involved in the bidding and construction of municipal and/or industrial wastewater and water facilities in the US
- Minimum of 5 years experience with alternative project delivery (Design-Build, Progressive Design-Build, CMAR, EPC, etc.) preferred
- Experience in using AutoCAD and/or 3-D software is a plus
- Work from our Orleans, IN corporate office preferred but negotiable
- Good computer skills
- Must complete and pass a pre-employment drug & alcohol screen
- Display a professional and courteous attitude at all times
- Ability to work overtime when required
- Ability to travel when required
- Be able to read project plans and specifications

Reynolds Construction, LLC, is an Equal Opportunity/Affirmative Action Employer. All qualified candidates will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veterans' status or other characteristics protected by law.



- Have the willingness to work in a team environment

Employment Package Benefits:

- Paid Vacation and Sick Time
- Paid Holidays
- 401 K Retirement Plan
- AD&D, Long Term Disability Insurance (Short Term Disability available)
- Health/Dental/Life Insurance Available
- Competitive wages with opportunities to advance within the company
- Corporate bonus plan in addition to Project Based Incentive Plan
- Vehicle reimbursement program
- Employee ownership program

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