



## PROJECT MANAGER

Please submit cover letter & resume to:

Human Resources; [abbyw@wieserbrothers.com](mailto:abbyw@wieserbrothers.com)

Wieser Brothers General Contractor, Inc. is a full service general contractor that specializes in design/build, commercial construction. We offer professional service in all aspects of design, construction, and remodeling. Our services range from small to multi-million dollar commercial construction projects. We are seeking an experienced Project Manager. Ideal candidates should have strong commercial and industrial construction management skills. The qualified candidate will oversee the development of construction projects and manage its organization, scheduling, and implementation from inception to completion.

### **Responsibilities:**

- Works closely with the architect/engineer.
- Coordinates estimating, scheduling, and safety efforts.
- Conducts pre-bid meetings.
- Directs value engineering.
- Pre-qualifies subcontractors and suppliers.
- Monitors purchasing.
- Supervises shop drawings.
- Maintains regular communication with the field.
- Provides monthly status reports to owner.
- Participates in all team meetings.
- Conducts weekly job site meetings.
- Prepares monthly pay requests to owner/architect.
- Approves and submits monthly pay requests of subcontractors and suppliers.
- Prepares purchase orders for owner tax savings.
- Requests and maintain operation and maintenance manuals.
- Partners with Project Administrator to provide on-going and accessible support.
- Responds to Requests for Information and presents cost adjustments.
- Candidates must possess strong communication and collaboration skills.

### **Knowledge and Skills Requirements:**

- Bachelor's degree in Construction Management or Business preferred, but not required.
- Must have a minimum of 5 years' experience in construction of commercial or industrial construction.
- Must possess a valid Driver's License.
- Construction Software preferred, but not required.
- Knowledge of relevant safety equipment, policies, procedures, and strategies to promote safety for the protection of people and property on the job-site.

## Wieser Brothers General Contractor, Inc. Overview

Wieser Brothers General Contractor, Inc. is a well-recognized and highly-respected construction company in La Crescent, MN. We credit our dedicated team of employees for 20 plus years of success. We are committed to strong core values that are reinforced in everything that we do. If you are interested in joining an organization that rewards individual initiative and promotes career development through life-long learning visit us at [www.wieserbrothers.com](http://www.wieserbrothers.com)

Wieser Brothers General Contractor, Inc. offers competitive wages based on education and work experience. We also offer a highly competitive benefits program that includes a 401(k) plan, profit sharing, health, life, and dental insurance, short term and long term disability insurance, paid time off (PTO) and holiday pay.

Wieser Brothers General Contractor, Inc. is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to status as a protected veteran or a qualified individual with a disability, or other protected status, such as race, religion, color, national origin, sex, age. EOE and Drug-Free Workplace