



PROJECT MANAGER COMMERCIAL CONSTRUCTION MANAGEMENT Houston, TX 77063

ABOUT THE JOB:

EMPLOYEE WILL REPORT TO CORPORATE OFFICE IN HOUSTON, TX.

AG|CM Inc. (www.agcm.com) is a small, energetic and highly professional construction management firm with offices in Corpus Christi, Houston, San Antonio and Austin. We represent owners in all types of construction including public and private; institutional, commercial, governmental and industrial. We are looking for talented and highly motivated individuals who want a challenging and rewarding career with a tremendous potential for growth. We are extremely proud of our professional staff, who all work very closely together. We foster a family atmosphere with various company gatherings year round.

JOB SUMMARY:

Responsible to provide construction leadership and perform administration and management within a defined scope of services from start of construction through startup and occupancy for multiple simultaneous projects. Provides guidance on project-related activities. May serve as the lead for the Project Delivery Team (PDT), consisting of the Owner, Architect/Engineer and Contractor. Coordinates with the PDT to further interests of the Owner. Acts as agent and/or advisor to the Owner. The position is highly adaptable to many different projects and Owners.

May supervise and/or mentor Construction Managers(s), Assistant Construction Manager(s), Quality Assurance Inspector(s) and/or other technical or administrative personnel specifically assigned to the project.

MINIMUM QUALIFICATIONS:

- 5 years of progressive construction project management experience, which includes knowledge of all phases of design, preconstruction, construction related field activities and engineering disciplines, coordinating commissioning activities, and final turnover to the client operations team
- Experience leading major agency construction, program management, managing people, budgets, schedules, overseeing contractor performance, and working with municipal agencies on behalf of a public-works owner
- Computer skills and knowledge with the following systems: MS Office Basic, MS Windows
- Strong and effective communication skills (written and oral)
- Experience with business and technical writing

- Strong organizational skills, detail oriented, excellent customer service skills, CAN-DO attitude

EDUCATION: High school diploma, or a high school diploma equivalency

LICENSES/CERTIFICATIONS: Current valid Texas Driver's license and a satisfactory driving record

PREFERRED QUALIFICATIONS:

- Undergraduate Degree; College degree in Business Management, Construction Management, Architecture or Engineering or other relevant field.
- Certified Construction Manager (CCM)
- Project Management Professional (PMI)

Send completed Application, Resume, and Cover Letter to:

ATTN: Human Resources – AG|CM, Inc.
P.O. Box 2682
Corpus Christi, TX 78403

Or Fax to: (361) 884-9358

Or E-mail: career@agcm.com

Application available at www.agcm.com. Application must be completed to be considered. Resumes only will not be considered. This job posting will remain open until filled.

Job Type: Full Time Employee – Exempt

Salary Average: \$77,500 / year