



Program Manager Commercial Construction Management

ABOUT THE JOB:

This position is for KILLEEN, TX.

AG|CM Inc. 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 functions within a defined scope of services from inception to completion of capital construction programs. Serves as the lead for the Project Delivery Team (PDT), consisting of the Owner, Architect/Engineer, and Contractor. Acts as agent and/or advisor to the owner, and coordinates with the PDT to further interests of the owner.

The Program Manager is responsible for high-level analysis, reporting, integration and coordination of the Owner's outsourced services, and in-house staff to manage large capital construction programs. Manages multiple projects concurrently or of varying overlap as part of an overall program. Depending on the needs of a project, the Program Manager may perform the essential functions of the Project Manager, Construction Manager and/or the Construction Inspector. Otherwise, the Program Manager will supervise the Project Managers, Construction Managers, and Construction Inspectors of the project.

The principal differences between a Project Manager and Program Manager are the magnitude and complexity of the scope managed, where a Project Manager typically manages single projects or multiple projects phased sequentially, the Program Manager is responsible for the entire project. The position is highly adaptable to many different projects and Owners. A Program Manager may also supervise technical or administrative personnel specifically assigned to the program and under employment of contract to the firm.

MINIMUM QUALIFICATIONS:

- 5 years demonstrated successful experience as a Construction Program Manager in a University of Higher Education
- Computer skills and knowledge with the following systems: MS Office Basic, MS Windows
- Effective, professional communication skills, (written, oral, public speaking)
- Proficient in business and technical writing
- Strong organizational and time management skills
- Excellent customer service skills, CAN-DO attitude
- Advanced knowledge of design and construction delivery, terminology, practices, methods, techniques, sequences, materials, equipment, scheduling and estimating

EDUCATION:

Undergraduate Degree; College degree in Business Management, Construction Management, Architecture or Engineering. In lieu of a college degree, 10+ years of relevant experience in construction management may be accepted.

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

PREFERRED QUALIFICATIONS:

Construction Manager Certificate is desirable

PHYSICAL ABILITIES AND REQUIREMENTS: Will be provided

Job Type: Full Time Employee – Exempt

Salary Average: \$87,500 / year