

# Project Manager

Visalia, CA



## Project Manager Responsibilities:

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- Daily work out of the Visalia office as well as daily trips to job sites
- Provide oversight and responsibility for daily decisions and workload requirements of site superintendents
- Oversee and manage the work of subcontractors and other support staff
- Work alongside and assist other company staff
- Prepare bid proposals, including scope and fee
- Prepare invoicing and billing monthly
- Prepare project planning and setup
- Train and monitor progress of staff
- Assist with quality control and quality assurance for projects
- Recruit and recommend for hire staff members as needed to fulfill contract responsibilities
- Manage daily tasks and operations of staff members
- Prepare project schedules
- Responsible for overall job site safety
- Monthly construction reports
- Attend meetings as required
- 80% field work, 20% in-office work
- Lifting: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects as well as raising objects from a lower to higher position or moving objects horizontally from position-to-position
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another

## Minimum Qualifications:

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1. Minimum of 5 years of experience in Construction/Project Management
2. Willing to work with a team, ability to be flexible and self-starting, able to make our clients and guests feel welcome

## Compensation:

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Salary will range from \$80,000 - \$130,000 per year dependent on candidate's skill and experience level. This position is eligible to receive our benefits package which include medical, dental and vision insurance, Company 401(k) with 3% safe harbor annual company contribution, cell phone stipend, company truck, company laptop, 10 paid holidays, 2 weeks paid vacation and 6 days of sick pay per year.

## About 4CG:

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We are not your typical design- build construction company. We are passionate about helping our clients vision come to life and ensure that our employees have what they need to succeed. In everything we do, we apply creative vision, technical expertise and local experience to address complex construction challenges in new and better ways. 4CG is collaborative, innovative and family-oriented. We have built a culture of self-starters who are motivated to help the Central Valley grow.

For immediate consideration, please email your resume detailing your background, skills, and experience to [apply@4cgconstruction.com](mailto:apply@4cgconstruction.com).