

Wehr growing! We are currently searching for a **Project Manager** for our **Bowling Green, Kentucky** location.

### **Summary Overview**

This position provides general oversight to various projects and coordinates all technical activities for assigned projects. Will be expected to manage multiple projects at one time in various phases of development and to meet or exceed established goals including construction quality, schedule & budget.

### **Essential Functions**

- Direct responsibility for overseeing project schedules, demonstrating full accountability for end to end management of projects
- Solid understanding of the contract and ensuring it is enforced
- Ensure cost control and forecasting project cost
- Check and reviews submittals and shop drawings
- Lead by example by showing successful communication in working with Superintendents, Subcontractors and other employees or customers
- Effective writing skills as this position requires writing RFI's (Requests for Information)
- Be on the job site regularly to work with Superintendents and Subcontractors
- Coordinate subcontractors and manpower as appropriate
- Manage and track all financial components of a construction project regularly
- Hold effective job site team meetings on a weekly basis to confirm alignment of vision and goals, ultimately resulting in completion of project on time and on or under budget
- Will require soliciting for work in western Kentucky and northern Tennessee, in addition to attending functions in the Bowling Green, KY and Tennessee area for marketing
- Relationship building with Architects, Engineers, etc. is extremely important

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

### **Main Competencies**

1. Change Management
2. Problem Solving
3. Planning & Organizing
4. Communication Proficiency – both oral and written
5. Customer/Client Focus
6. Technical Capacity

### **Supervisory Responsibility**

This position has supervisory responsibilities.

**Work Environment**

This job operates in both an office environment and outside in the field on the jobsite.

**Physical Demands**

This position requires frequent sitting, talking or hearing. It requires a person to sometimes stand, walk and reach with hands and arms. It would infrequently require climbing or balancing, stooping, kneeling, crouching or crawling.

This position would sometimes require lifting of up to 50 pounds.  
It requires close vision, distance vision, color vision and depth perception.  
The noise level in this position is considered moderate.

**Position Type and Expected Hours of Work**

This is a full-time position working in the Bowling Green, Kentucky Office with frequent travel to Louisville, Kentucky. Days and hours of work are generally Monday through Friday, 8 a.m. to 5 p.m.

**Travel**

Local travel is expected for this position. Ability to travel to any portion of Kentucky with the infrequent overnight trips out of state.

**Required Education and Experience**

Bachelor's degree or equivalent from four-year college or university in Engineering, Architecture, Construction Management or related field.

5+ years of relevant commercial construction management/project experience (Healthcare, Industrial, Worship., Educational background preferred).

We offer a competitive compensation and benefits package.

Wehr is an "equal opportunity employer." We will not discriminate and will take "affirmative action" measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, creed, color, national origin, or sex.