



2018-0547 CONSTRUCTION PROJECT MANAGER

JOB SUMMARY

Facilities Management's Renovations and Energy Team, comprised of engineers and project managers, focuses on continuous improvement and high efficiency while working in sophisticated facilities to our quality standards. Each member of the team contributes to our award winning recognition of our facilities programs and management.

With limited direction from the Assistant Director, Renovations, function as Project Manager for assigned projects. Ensure proper delivery of renovation, maintenance, repair, and Minor Capital projects. Work with all levels of campus Customers to develop project scope and cost estimate. Execute and communicate project scope based on assessment of program, budget, building structure, utility infrastructure, and code compliance. Provide technical advice to customers and staff, and develop and evaluate alternate project solutions. Adhere to schedule and estimate and provide status reports as directed. Function as lead on projects as assigned by the Project Services Manager with a high degree of responsiveness to requests for service. Interact effectively with Customers, Staff, Faculty, Students, and others. Employ professionalism, tact, and diplomacy consistently.

Salary: Range \$65,564.00 - \$92,000.00

Total Hours: 7-3:30 M-F

Contract Position.

Must possess a valid California Driver's License and participate in the Employee DMV Pull Notice program

REQUIRED

Bachelor of Science degree in Engineering discipline, Architecture or related field, or equivalent combination of education/experience.

Excellent written and oral communication skills and the ability to work within a team based environment.

4+ years of experience in Architectural, Engineering or Facilities field, including 3 years of responsible planning, organizing and managing teams to execute renovation projects ranging in value from \$50,000 and up.

Detailed knowledge of the design and construction industry practices and techniques and associated processes such that appropriate scope of work and cost of construction estimates can be prepared for renovation, maintenance, repair, and Minor Capital projects.

Critical thinking and analysis skills used to evaluate project options and feasibility of alternative approaches.

Ability to function independently and organize priorities to manage multiple projects to meet schedule and budget objectives.

Ability to participate within a goal-based, ethical, policy driven work environment.
Knowledge of industry standards and utility systems characteristics when inspecting or surveying building infrastructure for the bases of project design development.
Ability to work with consultants and material vendors in exploring design and construction options.
Skill in working with people who have levels of design and construction knowledge ranging from detailed to very limited, to assist their understanding of project scope, design decisions, associated costs, project schedule, and codes and standards compliance and achieve a high level of customer satisfaction.
Leadership and communication skills necessary to work with both professionals and non-professionals associated with all aspects of the design and construction industries.
Knowledge of Windows operating system and applications including Microsoft Word, Microsoft Excel, and Microsoft Project.

To review a complete job description and apply, please follow this link: [Construction Project Manager](#) or visit UCI's job site at <http://jobs.uci.edu> and search job 2018-0547.

About the University of California, Irvine: Founded in 1965, UCI is the youngest member of the prestigious Association of American Universities. The campus has produced three Nobel laureates and is known for its academic achievement, premier research, innovation and anteater mascot. Led by Chancellor Howard Gillman, UCI has more than 30,000 students and offers 192 degree programs. It's located in one of the world's safest and most economically vibrant communities and is Orange County's second-largest employer, contributing \$5 billion annually to the local economy. For more on UCI, visit www.uci.edu.

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