

**BOS**

51 Sleeper St.
6th Floor
Boston, MA 02210
617.542.1025

COL

875 N High St.
Suite 300
Columbus, OH 43215
380.900.8887

LA

800 S Figueroa St.
Suite 1080
Los Angeles, CA 90017
213.337.1090

Position: Project Manager – Retail

We are searching for a resourceful Project Manager with a positive, collaborative work style to lead project teams for one of our largest national clients. This individual should be committed to supporting the growth of our partnership and seeing our projects from project feasibility assessment through design and construction. The Position is available in our **Boston, Columbus, or Los Angeles Office.**

Please apply directly through our website <https://www.bergmeyer.com/>

Qualifications:

- Professional degree in Architecture
- Architecture Licensure preferred
- LEED AP accreditation a plus
- Proficiency with Revit including proven experience in construction documentation development
- 7-10 years of relevant experience, including recent experience with retail or commercial projects
- Experience leading both interior design and architectural projects

Essential Skills and Responsibilities:

- Manage client, team, and project coordination and communication for multiple fast paced projects at a given time with a strong emphasis on time management skills.
- Exhibit advanced technical problem-solving capabilities regarding building construction and technologies
- Mentor and motivate employees to reach their highest potential through exploring opportunities for growth and learning in design, technical, and leadership skills
- Strong organizational and problem solving skills handled in a calm but urgent manner
- The ability to communicate effectively in a clear, concise and professional manner both verbally and writing and work closely with clients
- Meets deadlines with high quality, thoughtful solutions in a fast-paced environment. Managing to the production schedules
- Experience with navigating brand standards and working with brand-focused clients and how standards apply to project-specific requirements.
- Technical expertise regarding the coordination between landlord and consultants, including MEP and structural engineers
- Lead in house team with preparation of existing conditions site surveys and full entitlements code and accessibility reviews as part of due diligence.
- Manage preparation of design development, and construction documents with project team, consultants, contractors, and vendors
- Successfully navigate building and zoning departments regarding project approvals
- Perform construction phase services and project close-out

Travel is required

*The base salary will be estimated to be between \$85,000 - \$100,000 contingent on relevant experience plus profit sharing and benefits.

No agencies and no phone calls, please.
We are an Equal Opportunity Employer.