

Job Title: Senior Project Manager

Location: Albuquerque, NM

Requisition #: 24689

Direct link: <https://amecfw-usexternal.icims.com/jobs/24689/job>

Senior Project Manager – Albuquerque, NM

Role Overview

Wood Environment & Infrastructure Solutions, Inc. is currently seeking a Senior Project Manager to join our Albuquerque, NM team. The successful candidate will provide project / task management and be responsible for delivering complex engineering and environmental remediation projects to Wood's public and private sector clients. Projects generally include engineering, remediation design and implementation, mining, site characterization and other civil works projects.

Key Responsibilities

- Will manage engineering and remediation projects and interact with clients. Serves as point of contact with the clients.
- Manage technical, budgetary and schedule performance to achieve client satisfaction and repeat business.
- Responsible for all aspects of site project management, safety and quality including the design and field execution, compliance with the project, site, and company policies, scope, schedule and cost control in accordance with the project baseline and assurance of overall client satisfaction.
- Assist in the development of project work plans and cost estimates.
- Assist in the preparation of client deliverables, including reports and planning documents.
- Field task management, field oversight and field decision making.
- Project and budget management including resource management and oversight.
- Data collection, reduction, and analysis.
- Interaction with regulators and subcontractors.
- Assists in mentoring new staff and junior engineers.
- Will travel to client and project sites. Approximately 20%-25% overnight travel.

Role Requirements

- BS or MS in Civil Engineering or related engineering discipline is desired. BS or MS in Geology or Environmental Science is also acceptable.
- 10 years + experience in environmental/civil investigation and design.
- Superior time management, planning and ability to interact with clients.
- Strong technical experience, strong project management experience and good client relationships.
- Understands federal, state, commercial and municipal markets with demonstrated skill in marketing and proposal development.
- Possesses and demonstrates an enthusiasm to develop client and strategic teaming relationships through regular personal contact.
- Proven supervisory skills and a leadership style that promotes participatory management technique teamwork, innovation and results.
- Must be capable of functioning independently on office-specific issues and business development with minimal management approval.
- Strong oral and written communication skills.
- Must pass drug screen, background check, and must have a satisfactory driving record in accordance with the Company's driving (MVR) policy.

Job Title: Project Controls / Scheduling Specialist

Location: Albuquerque, NM

Requisition #: 24522

Direct link: <https://amecfw-usexternal.icims.com/jobs/24522/job>

Project Controls/Scheduling Specialist – Albuquerque, New Mexico

Role Overview

Wood Environment & Infrastructure Solutions, Inc. (Wood) is currently seeking a Project Controls/Scheduling Specialist to join the team in Albuquerque, New Mexico. This midlevel Project Controls/Scheduling Specialist will support financial management, including scheduling, budget tracking, and invoicing of a large-scale design build project. Additional responsibilities will include assisting in month-end and year-end planning and budgeting activities. The successful candidate will have the opportunity to collaborate with a diverse project team and personnel at other Wood offices throughout the company.

Key Responsibilities

- This position offers the opportunity to work with, learn from and be part of technical project team implementing a complex design build project.
- Understanding of the design/build process and financial tracking and management of large –scale design build projects is required.
- Prepare and update design and construction schedules using Primavera or Microsoft Project
- Prepare tables and figures in Excel spreadsheets using site developed data primarily for cost tracking and other project control uses.
- Contact vendors to research product applicability specific to project requirements.
- Evaluate contractor's performance against schedule, budget and specifications.
- Follow company safety standards, site safety standards and audit subcontractor safety activities.
- Meet assigned schedules and budgets.
- Must have attention to detail and produce high quality, error free documents.

Basic/Required Qualifications

- BS in Construction Management, Civil Engineering or Environmental Engineering.
- 3 to 5 years + project controls and scheduling.
- Must be a self-starter with good written and verbal communication skills. Strong writing skills a plus.
- Proficiency in Primavera and MS Project is required.
- Excellent organizational skills and attention to detail required.
- Flexible to work outside normal business hours as required.
- Willingness to travel to other offices or project sites, as needed
- Must pass drug test, physical, background check and must have a satisfactory driving record in accordance with the Company's driving (MVR) policy.
- Must be US citizen and have ability to work on Government projects.

Preferred Qualifications

- Strong understanding of construction techniques and processes.
- Experience in producing estimates in a competitive environment, and assessing cost risks relative to contract terms and conditions.
- Knowledge of labor productivity, construction equipment requirements for various types of work, direct and general conditions cost, etc.
- Demonstrated experience using cost estimating software such as Timberline, RS Means, and Excel spreadsheets.