

## **Project Manager – FARRELL DESIGN-BUILD, INC.**

Farrell is seeking a full-time Project Manager to join our team in the beautiful foothills of Placerville, CA. This role is focused on supporting project management team. We are looking for someone who is reliable, hardworking, organized, and proactive. While construction experience is a strong advantage, this is primarily a non-physical job. Occasional out-of-town field work will be required.

At Farrell, we want our customers, partners, and employees to know, that above all else, we are honest, firm, and we strive to be graceful and humble. This is an exciting and challenging job opportunity in the growing deep foundation, ground improvement, and shoring industry. Farrell works with leading General Contractors and Developers to build complex and award-winning projects in California and throughout the West Coast. Join our team as we continue our company's expansion.

### **Farrell's Core Values: Safety First, Honesty & Integrity, Proactive & Persistent Service, and Quality Solutions**

#### **JOB PURPOSE & EXPECTATIONS:**

- 1) Execute construction projects safely, on-time, and within budget in a team environment.
- 2) Monitor, control, and report budget during all phases of project.
- 3) Manage projects seamlessly with proactive communication between suppliers, vendors, and team.
- 4) Monitor and collaborate with Foreman to ensure execution of scope of work.
- 5) Ensure compliance with approved contract documents and general contractor requirements.
- 6) Coordinate all necessary tooling, equipment, documentation, and safety requirements with Foreman for successful execution of projects.
- 7) Partner with Project Engineers to prepare design and construction documents.
- 8) Coordinate with Operation Team for scheduling labor and equipment.
- 9) Maintain regular contact with Farrell's customers.
- 10) Coordinate, organize, and review project documents.
- 11) Submit and follow up on construction documents (i.e. submittals, schedules, Requests for Information).
- 12) Procure quotes and materials for projects.
- 13) Visit job sites occasionally as necessary.
- 14) Assist Safety Manager with hazard analysis.

#### **REQUIRED EDUCATION/TRAINING:**

- 1) 3-5 years' experience managing construction projects from start to finish.
- 2) Valid class C driver's license with clean driving record.
- 3) Microsoft software skills (Word, Excel, Outlook, etc.).
- 4) PDF software skills (Adobe Acrobat or Bluebeam, etc.).

#### **DESIRED EDUCATION/TRAINING/SKILLS:**

- 1) Bachelor's degree in Construction Management, Project Management, or equivalent.
- 2) Project Management Professional (PMP) Certification.
- 3) OSHA 10 or 30 certification.

#### **REQUIRED SKILLS:**

- 1) Honesty and integrity.
- 2) Ability to work in a team environment.
- 3) Ability to continuously learn and grow professionally.
- 4) Regular, timely, proactive, and professional communication.

**SACRAMENTO**  
530.621.4867

**IRVINE**  
949.428.9596

**SAN DIEGO**  
619.485.0181

**SEATTLE**  
425.286.8887



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- 5) Organized with record keeping with attention to detail.
- 6) Ability to read and interpret contract documents (drawings, contracts, etc.)
- 7) Must be proactive vs. reactive with excellent follow through.

**BENEFITS & PERKS:**

- 1) Competitive salary and annual bonus package.
- 2) Full insurance benefit package including Medical, Dental, and Vision.
- 3) Free Life Insurance, Long-term disability, and AD&D.
- 4) Wellness Reimbursement up to \$600.00 a year.
- 5) Holiday pay – 8 paid holidays per year.
- 6) 401(k) and Roth retirement plans with up to 4% matching.
- 7) Annual Company Profit Share.
- 8) Employee stock purchase program.
- 9) Employee referral bonus program.
- 10) Team building with celebrations and semi-annual employee company parties.
- 11) Positive & productive workplace culture.

**PROFESSIONAL & PERSONAL DEVELOPMENT:**

- 1) Qualified education reimbursements.
- 2) Professional registration and certifications bonuses.
- 3) Seminars, technical and skills training, and conference attendance promoted and encouraged for all employees.
- 4) Praise and celebration of achievements.

**COMPENSATION RANGE:** \$90,000 - \$130,000/year

*The information above describes the general nature of the position and serves as a summary of the typical job functions; it's not a comprehensive list of all possible job responsibilities, tasks, or duties.*

*We maintain a drug-free workplace and perform pre-employment substance abuse testing. Salary range is based upon experience and skill set.*

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