



## **Construction Project Manager/Estimator**

### **The Position:**

We have an immediate, full-time opening for a Construction Project Manager/Estimator to join our team of professionals.

### **Our Company:**

Friede & Associates is a fourth-generation construction company that traces its beginning to the early 1900s. With both carpentry and concrete crews still a part of our business, our 45-person firm has completed projects in nearly every industry, and with virtually every type of construction, including tilt-up, structural steel, pre-engineered steel, panelization and wood construction. But today our firm is best known for its work from The Wisconsin Dells/Lake Delton area south to Madison and beyond.

### **Benefits:**

Friede & Associates offers Health Insurance, Dental Insurance, Short-Term Disability Insurance, Life Insurance, Section 125 Flex Plan, 401K Plan, Safety Incentive Plan, and Profit Sharing.

### **Responsibilities:**

The Project Manager/Estimator will coordinate the entire construction process from pre-construction through close-out. The PM will work with the Business Development/Preconstruction departments and will be responsible for the overall success of the project from start-to-completion. The PM is the primary point of contact for the owner during this time period as well as post construction and is responsible for client satisfaction.

The ideal candidate will be responsible for all aspects of the construction process to effectively prevent and/or manage risk, and to seek solutions to problems as they arise. Responsibilities include planning, estimating, subcontractor selection, scheduling, budgeting, contract design/approval, managing subcontractors and vendors, contract negotiations, managing client expectations, dispute resolution, and procurement of materials/supplies. Excellent communication skills are a must!

### **Additional Important Attributes:**

- Ultimately responsible for project success measured by client satisfaction, budget maintenance, profitability, and schedule adherence.
- Must have a proven track-record for successful project delivery, and client satisfaction for commercial projects over 3+ years.

### **Main Office**

P.O. Box 248 | 500 Utility Court  
Reedsburg, Wisconsin 53959  
T 608-524-4383 | T 608-244-1900

### **Madison Office**

122 West Washington Avenue  
Suite 105  
Madison, Wisconsin 53703  
construction@friede.com  
www.friede.com



- Competent to manage all aspects of a construction project on a stand-alone basis with only additional support from upper management and other team members.
- Expected to have enough experience and depth of knowledge in managing construction projects that he/she is able to be the driving force behind providing solutions to problems that are presented, and capable of unifying key team members to advance the solution.
- Competent and proficient in writing scopes of work into subcontract exhibits.
- Ability to competently create a CPM schedule and modify it according to the needs of the project.
- Understand the fundamentals of scheduling to provide guidance to project staff.
- Able to partner with the project superintendent and lead the project as necessary in an effort to maintain project schedule.
- Understand how to diagnose and manage risk on projects.
- Able to drive the project schedule with all of the players involved, including team members, subcontractors, owners, owner representatives and designers while still maintaining the strong relationships required for a unified team approach.
- Ability to manage project close-out—including holding initial meetings with owners regarding the close-out process and managing the project team to ensure a timely close-out.
- Must have a current driver's license valid the past 12 consecutive months and an acceptable motor vehicle record (no DUIs in the past 36 months).
- Background checks are a required part of our hiring process.

**Necessary Education & Experience Qualifications:**

- High School Diploma or equivalent
- 10 years or more of construction field experience
- Five years or more of direct supervisory experience related to subcontractor management
- Previous or current commercial construction experience in a Superintendent role required
- Proficiency using a personal computer (PC) and company communication tools, such as email, the internet, and Microsoft products (e.g., Word, Excel, Office, Outlook) \* Ability to read plans and specs

Friede & Associates LLC is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.

This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. Friede & Associates LLC makes hiring decisions based solely on qualifications, merit, and business needs at the time.