

Dean Kurtz Construction is seeking a Project Manager to join our team in Rapid City, SD. Be a part of our 50-year legacy of constructing our community. Dean Kurtz Construction is a family owned and operated, self-performing, general construction firm that works primarily in the Western South Dakota region. Our work includes all types, including: military, healthcare, schools, retail, multi-family, etc.

The ideal candidate will meet the following criteria:

- Character traits:
 - Self-motivated and driven. Push projects through completion
 - Be involved in the community
 - Create and foster client relationships

- Position requirements/tasks
 - Thorough review of project specifications. Paying particular attention to front end and self-performed specifications
 - Prepare accurate and thorough cost estimates
 - Obtain necessary project permitting
 - Determine required project resources and schedules and accurately communicate information for coordination
 - Plan, monitor, and maintain project schedule
 - Ensure project materials are delivered to the jobsite in a timely manner
 - Issue subcontracts and purchase orders to vendors
 - Establish, monitor, maintain labor budgets
 - Ensure jobsite compliance with OSHA
 - Promote a team environment between office staff and field staff
 - Able to manage multiple projects simultaneously
 - Responsible for projects from start to finish. Estimating, issuing purchase orders and subcontracts, document management including submittals, RFI's, ASI's, change orders, schedules, budgets, close out, etc.

- Qualifications
 - Bachelor's Degree in Construction Management or Engineering
 - Minimum 2 years, or seasons, field experience
 - Completed internship as project manager/engineer
 - Be proficient in Microsoft Office
 - Skilled in estimating software
 - Skilled in scheduling software
 - LEED certification preferred

Dean Kurtz Construction offers full benefits including, health insurance, 401k with employer match, PTO, and discretionary bonuses. Please submit resumes online at <https://www.deankurtzconstruction.com/employment/resume>