



NATIONAL STONENWORKS

2225 N COMMERCE PARKWAY, SUITE 3 | WESTON, FL 33326

PH: 954-349-1609 | F: 954-349-7332

National StoneWorks has a great opportunity for a Project Engineer/Manager in our Fort Lauderdale Florida office. National StoneWorks is one of the premier Granite/Quartz Countertop, Tile & Cabinet contractor working with the largest Multi-Family Developers and General Contractors throughout the US.

Project Engineer/Manager candidate will be responsible for the overall direction, completion, and financial outcome of a construction project. Directs and supervises activities related to contract administration, change orders, submittal, procurement, project financial projections, and schedule requirements to ensure projects are completed in a quality, profitable, safe, and timely manner. Maintains a relentless focus on meeting and exceeding customer needs and expectations. Builds business with current customers by delivering on our promises and creates new business with potential customers in a proactive manner, promoting all of our construction services.

Primary Responsibilities:

Preconstruction Services

Collaborates with Preconstruction to prepare, review, and monitor information and reports related to all costs involved in developing the project's budget.

Takes ownership of process of determining the quantity of budget estimates/deliverables to client. Manages the subcontracting process, which includes holding initial scope review meetings, finalizing agreed price, developing subcontract scope of work, and managing the subcontract distribution and final execution process.

Project Start-up and Scheduling

Collaborates with scheduling, superintendent, subcontractors, and suppliers to create a construction schedule. Develops an organizational and responsibilities matrix at the start of each project and determines the resources needed for the project (e.g., people, tools, equipment, materials, internal and external services). Reviews the contract documents with all project participants (e.g., customers, employees, subcontractors, suppliers) to ensure work is completed on time and within budget. Coordinates and delivers all requirements for subcontractors and suppliers to meet project schedules.

Project Administration, Operations and Close-out

Responsible for project administration and daily operations. Prepares and maintains the project schedule, milestone dates, and close-out checklist. Reviews with project staff each quarter and assigns responsibilities, execution, and follow-up plans. Establishes relationships and communication tools as needed with suppliers and other key people to verify all materials, supplies, tools, equipment, and personnel are obtained and/or delivered when necessary. Ensures that all understand performance standards and expectations. Ensures that project site and company assets are secure and maintains a safe and respectful working environment at all times by implementing programs for safety and loss prevention.



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Promote Customer Relations

Builds effective relationships with customers, design team, subcontractors, suppliers, and user groups that reflect and support company core values and meets or exceeds the customer's expectations. Actively participates in industry, client, and community relations to enhance company image. Makes presentations to proactively seek new business opportunities through relationships.

Requirements:

B.S. in Construction Management or related field preferred

Demonstrates leadership skills with the ability to face challenges, solve problems, and motivate others, while maintaining effective relationships with customers by meeting or exceeding their requirements and expectations. Supervises and develops direct reports while prioritizing and delegating significant responsibilities to others. Manages essential functions effectively by consistently driving for quality, profitable, safe, and timely results on the assigned project.

Demonstrates solid presentation skills and verbal/written skills.

Demonstrates proficiency using communication tools, such as email, internet, and Microsoft Word, Excel, Office, Outlook