

## **Construction Project Manager**

Imperial Realty Company is a family-owned commercial real estate company headquartered in Chicago. Our portfolio consists of office buildings, shopping centers, industrial buildings and self-storage facilities.

Due to our growing needs, we are seeking a highly motivated, organized and experienced **Construction Project Manager** to join our team.

The Construction Project Manager must be a self-starter and be able to successfully manage the day to day operations of all construction projects.

### **ESSENTIAL FUNCTIONS**

- Execute the vision of company ownership for all building renovations of common areas
- Responsible for the management and timely execution of as well as tenant improvement work from initial concept through the construction punch list
- Procurement and analysis of multiple competitive bids for projects
- Work with municipalities for inspections and permits

### **QUALIFICATIONS**

- Bachelor's degree in Construction Management, Engineering or Architecture
- 5+ years of experience managing commercial construction projects
- Efficient multi-tasking, time management and problem solving capability
- Strong verbal communication with the ability to communicate with all levels within the organization
- Good understanding of quality management principals, general design, engineering principals and construction techniques
- Must have a creative vision and a keen eye for detail
- Ideal candidate will have an eclectic background that includes construction project management, design, space planning and more, for multi-story office buildings
- Working knowledge of BOMA Measurement Standards
- AutoCAD and Photoshop proficiency
- Must be proficient with Microsoft Office and have excellent writing skills

We offer competitive compensation and benefits, including medical and dental insurance and, 401(k) plan. Our office is located on the North side of Chicago with easy access to the Eden's Expressway.

**You may email your resume to: [jobs@imperialrealtyco.com](mailto:jobs@imperialrealtyco.com) or contact us at 773-736- 6420**



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