



Electrical Project Manager – Industrial Service

ABOUT US:

J. Davis Construction is a full service general contractor with an unlimited class license. We service the upstate of South Carolina, Northeast Georgia and Western North Carolina. We were voted one of the fastest growing companies in South Carolina in 2016 & 2017 by SC Biz. We were also voted one of the "Best Places to Work in South Carolina" in 2017. Our company is divided into three divisions: General Contracting, Industrial Service and Civil/Grading. The Industrial Service Division is focused on providing facilities and production maintenance support services to manufacturers and industry across our service territory.

POSITION SCOPE:

The Electrical Project Manager is responsible for managing multiple projects at various stages and overseeing projects from pre-construction to closeout. Successful applicants will manage the bid process, analyze blueprints/specifications, review proposals/project requirements, secure required permits, coordinate material procurement, ensure work is done in compliance with J. Davis policies and federal/state laws, provide status updates, maintain documentation records, manage completion of the work and, if necessary, assist in its completion.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:

- Seek out new electrical projects by meeting with new and existing clients
- Crew management and, where necessary, assist crews in performance of tasks
- Material acquisition
- Submittal compilation,
- On-site job walk-throughs,
- Change orders, requests for information and close-out documents
- Develop and produce proposals
- Perform material take offs

SKILLS & ABILITIES:

- Have thorough knowledge of industrial electricity (technology, equipment, methods, etc.) as well as an understanding of Company and industry practices, electrical code requirements, processes, standards and their impact on project activities.
- Experience managing electrical projects with budgets up to 1 million
- Excellent written and verbal communication
 - Must be able to write scopes of work and communicate with clients
- Must possess the ability to think critically and problem solve
- Ability to work individually or in teams
- Positive, can-do attitude

EDUCATION AND WORK EXPERIENCE:

Must have five (5) or more years' extensive experience with knowledge of construction, design, and cost management as an Electrical Project Manager or similar position in a Commercial and/or Industrial environment.

Interested applicants should can apply online, <http://jdavisinc.com/careers/employment-application-form/>, or in person at our Westminster Office, 12245 S. Hwy 11, Westminster, SC 29693. Also, interested candidates may submit resumes by email to Russell Johnson, Resource Manager, rjohnson@jdavisinc.com.