
Project Manager- Industrial Services Division

ABOUT US:

JDI Industrial Services is the industrial maintenance division of J. Davis Inc., a family owned organization providing construction, grading, supplemental maintenance, and industrial services to South Carolina, Georgia, and North Carolina. With four divisions and three offices in the coastal and upstate regions of South Carolina, we are proud to offer superior services to the southeastern United States.

While our tenure in the industry began in construction, our history to deliver on time and on budget while under pressure has opened the door to many industrial service opportunities. Landing our first full time maintenance support contract in 2013, we are now serving the construction and industrial needs of more than 38 industries.

Now, with over 140 qualified craftsman, superintendents, and project managers on staff, JDI is a versatile industrial service provider enhancing manufacturing environments by implementing effective industrial management programs and initiating critical building projects. Overall, we help our industry partners maintain process control and accomplish production goals by increasing reliability, reducing risk, and ultimately saving cost.

With a wealth of resources and the goal of better serving our clients, we are passionate about people, eager to serve, and thrilled for what the future holds. Join our crew and contribute to something great.

POSITION SCOPE:

The position of Project Manager is an integral part of the JDI Team and will be involved in numerous facets of the team to keep production running seamlessly. This candidate will work closely with clients and upper management to ensure the direction of each project is on schedule and within budget.

ESSENTIAL JOB DUTIES & RESPONSIBILITIES:

- Build strong working relationships with clients to fully understand and best partner with them to achieve their success
- Manage projects from concept to turnover including project timelines, budget, schedules, and coordinating workflow with team members
- Request estimates from any sub-contractors and price any materials or equipment
- Review and fully understands contract terms with Operations Manager and Owners (T&M, Purchase Order, etc.)
- Coordinate construction document development, as necessary
- Obtains all necessary permits/business licenses and J. Davis bonding for construction
- Coordinates purchase of necessary materials and provides them to superintendent prior to project start
- Buyout of all purchase orders and subcontracts 100% and find cost savings where ethically possible
- Responsible for the production of a schedule of values and gaining approval from the Operations Manger
- Work with superintendent and subcontractors to assemble project schedule

- Develop subcontracts as needed

AREAS OF EXPERTISE:

- Must be computer literate with a working knowledge of Microsoft Office applications
 - Word, Excel, Outlook, Project
- Strong business ethics with regards to budgets, invoicing and payments
- Familiarity with construction project management software (ProCore, Sage 300, Viewpoint, etc.)
- Reading understanding contract documents and P&ID drawings
- Knowledge and a background with project Estimating, Planning, Scheduling and Budgeting

COMPANY EXPECTATIONS:

- Maintain Company Mission and Core Values
 - Mission
 - “We are providers of superior, passionate service leaving a positive impact on everyone we involve, while bringing honor to God.
 - Core Values
 - R.I.S.E – Respect, Innovation, Safety, Ethics
- Contributes to a Positive Company Culture
- Superior Work Ethic
- Meticulous about Quality
- Consistently Meets Project Deadlines
- Takes Initiative to Meet Department Goals
- Participates in Company Meetings
- Capable of Working Autonomously but a Team Member Above All
- Able to Quickly Switch Gears in a Fast-Paced, Spontaneous Environment
- Excellent People Skills

REPORTS TO:

- Industrial Service Division Operations Manager

SUPERVISORY RESPONSIBILITIES:

- As assigned

EDUCATION & WORK EXPERIENCE:

Preferred five (5) or more years’ experience with knowledge of construction, design, and cost management as a Project Manager in a Contract Industrial Maintenance, Industrial Process, Facilities or Equipment Installation role.

Bachelor’s Degree in Construction Science & Management, Mechanical Engineering or a related field is preferred, but not required.

QUALIFIED CANDIDATES SHOULD:

1. Apply online, <https://jdavisinc.com/careers/employment-application-form/>