



PR/087067 | Senior Project Manager

Job Information

Recruiter

JAC Recruitment USA

Job ID

1568089

Industry

Real Estate Brokerage, Management

Job Type

Permanent Full-time

Location

United States

Salary

Negotiable, based on experience

Refreshed

December 9th, 2025 10:49

General Requirements

Minimum Experience Level

Over 10 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

POSITION TITLE Senior Project Manager

POSITION SUMMARY

This position is responsible for overseeing large-scale construction projects from planning through completion. It involves coordinating between design and construction teams while managing safety, quality, schedule, and cost. The role also includes contract negotiations, handling legal matters, budget management, and schedule planning, demonstrating strong leadership to ensure the overall success of the project.

RESPONSIBILITIES

- Direct and manage project development from start to finish

- Define scope, goals, and deliverables aligned with business objectives
- Prepare and negotiate subcontract agreements
- Manage document flow (RFIs, submittals, change orders)
- Liaise with stakeholders and legal advisors
- Estimate resources, draft budgets, and manage changes
- Recruit additional staff or consultants as needed
- Oversee scheduling, progress reporting, and risk management
- Ensure compliance with safety and quality standards

QUALIFICATIONS

- Extensive experience in general construction (15+ years preferred)
- Strong knowledge of construction processes and safety standards
- Proficiency in MS Word, Excel, Outlook; MS Project experience a plus
- Excellent communication and leadership skills
- Ability to work long hours and weekends when necessary
- Bachelor's degree preferred
- 5–10 years of procurement experience

PREFERRED REQUIREMENTS

- Experience working with labor unions
- Strong problem-solving and time management skills
- Self-motivated, team-oriented, and customer-focused

LOCATION San Francisco Office, CA

WORK STYLE Hybrid (3 days per week in the office)

SALARY USD170,000-190,000

OTHERS Japanese language skills are not required

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Company Description