



PR/087473 | Senior Project Manager

Job Information

Recruiter

JAC Recruitment USA

Job ID

1600992

Industry

Real Estate Brokerage, Management

Job Type

Permanent Full-time

Location

United States

Salary

Negotiable, based on experience

Refreshed

August 18th, 2026 01:00

General Requirements

Minimum Experience Level

Over 10 years

Career Level

Mid Career

Minimum English Level

Native

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

In this position, you will lead and oversee construction projects from initiation through completion, ensuring delivery on schedule, within budget, and in alignment with quality and safety standards. You will also be responsible for managing contracts, procurement, project risks, and stakeholder coordination across all phases of the project.

RESPONSIBILITIES

- Lead projects through all phases from pre-construction to closeout
- Develop and manage project scope, schedules, budgets, and deliverables

- Coordinate with clients, designers, contractors, and consultants
- Monitor project performance against schedule, cost, and quality targets
- Identify risks and implement mitigation strategies
- Track project milestones, deliverables, and critical path activities
- Prepare and deliver project status reports, presentations, and documentation
- Manage construction documentation, including RFIs, submittals, and change orders
- Oversee contractor performance and ensure compliance with standards and regulations
- Ensure project documentation remains accurate, complete, and properly maintained
- Administer contracts and support procurement and bidding processes
- Advise project stakeholders on contract-related issues and risk exposure
- Manage project staffing requirements and coordinate internal resource allocation
- Identify the need for external consultants and specialty resources
- Provide leadership and guidance to project team members
- Ensure quality control and enforce safety standards

QUALIFICATIONS

- Extensive experience in commercial construction project management within the United States
- Strong knowledge of construction processes and safety requirements
- Experience managing budgets, contracts, procurement, and subcontractors
- Excellent communication, leadership, and organizational skills
- Ability to manage multiple priorities in a fast-paced environment
- Bachelor's degree preferred

PREFERRED REQUIREMENTS

- Experience using Microsoft Project or similar scheduling software
- 15+ years of experience managing construction projects
- Experience working with union contractors and organized labor environments
- Design-build, construction management, or general contracting experience preferred
- Experience with large-scale commercial, industrial, hospitality, mixed-use, or institutional projects

LOCATION San Francisco, CA

SALARY USD160,000-200,000

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Company Description