



PR/087473 | Senior Project Manager

募集職種

人材紹介会社

JAC Recruitment USA

求人ID

1600992

業種

不動産仲介・管理

雇用形態

正社員

勤務地

アメリカ合衆国

給与

経験考慮の上、応相談

更新日

2026年08月18日 01:00

応募必要条件

職務経験

10年以上

キャリアレベル

中途経験者レベル

英語レベル

ネイティブ

日本語レベル

無し

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

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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