

Lywood Electric, Inc.

P.O. Box 416
Federalsburg, Md. 21632

Phone: 410-754-8631
Fax: 410-754-9930

ELECTRICAL PROJECT MANAGER

JOB DESCRIPTION

Our company is currently seeking an Electrical Project Manager. This person will oversee all aspects of allocated commercial and industrial projects. The successful candidate will supervise Electricians and helpers in the repair, maintenance, and installation of commercial & industrial electrical systems. The function of the project manager is to provide the necessary planning, organization, and coordination to ensure completion of jobs in an efficient manner as per contract and company standards.

DESIRED SKILLS & EXPERIENCE

- Minimum 5 years of electrical project management experience
 - Must have experience managing commercial and industrial electrical construction projects
 - Must have Journeyman or Master Electrician license
 - Qualified to ensure that goals and/or objectives of project are accomplished within prescribed budget
 - Creates and approves material and labor budgets for assigned job sites within the designated territory; reviews and approves high level transactions
 - Travels to jobsites regularly to ensure quality of work and address any problems or issues related to the project
 - Able to work in a professional work environment and show strong business judgement
- Interacts effectively to facilitate job progress
- Must be proficient on Microsoft Office programs (Word, Outlook, Excel)
- Excellent verbal in written communication
 - Strong interpersonal and communication skills (written and verbal)
 - Skilled in prioritizing, organization and time management
 - Ensure that company procedures and processes are followed
 - Must have a stable work history
- Must have valid driver's license
- Must be able to pass drug test

COMPENSATION

A compensation package will be offered; however, details will only be disclosed during the interview process.

Please feel free to contact us with any questions @ 410-754-8631

Please send resume to amycasey@lywoodelectric.com or fax to 410-754-9930

Visit our website at www.lywoodelectric.com

