

Company: Abonmarche Consultants Inc.

Job Title: Architecture Project Manager

Job Location: Benton Harbor, Michigan or South Bend or Valparaiso, Indiana

Overview

At Abonmarche, our reputation is built on trust, passion, reliability, and quality. We are committed to exceeding the needs of our each client, which has established an outstanding portfolio of referrals. We work closely with our clients to understand what they need to accomplish and what they hope to achieve. Then we put our expert technical and creative skills to work – and help them to create a great place.

Our team consists of over 100 committed professionals at all levels. Founded in 1979, we have been expanding over the past several years and now serve clients from offices in Benton Harbor, Manistee, South Haven and Battle Creek, Michigan as well as South Bend, Valparaiso, Hobart, and Goshen, Indiana. We offer architectural, civil engineering, surveying, waterfront development, and landscape architecture services for municipal, residential, and commercial clients.

We are seeking qualified candidates for an Architecture Project Manager position. This position has a flexible location and could work out of our Benton Harbor, Michigan office or our South Bend or Valparaiso, Indiana office.

Responsibilities

- Leads team to achieve project schedules and budget.
- Collaborate with team members to execute project plans, monitor plans, alert team members to changes in project scope, prepare project history, and collaborate in closing out projects.
- Orchestrate quality assurance and quality milestones, ensure project compliance, and lead team members to review project specific errors/omissions and assist with resolutions.
- Plan, monitor and control technical costs and scheduled performance, review project financial reports to achieve project profit goals.
- Maintain positive client relationships.
- Define marketing opportunities, follow up on project possibilities, create proposals, and assist in negotiating contracts to establish scope of work, schedule and budget.

Qualifications

- Bachelor's or Master's Degree in Architecture
- Licensed Architect
- AIA membership preferred
- Minimum of 8 years' experience
- Advanced knowledge of project design and execution
- Strong aptitude in planning and design with strong technical documentation skills
- Ability to coordinate and integrate work with designers, engineers, construction administrators, consultants and other members of the project team.
- Knowledge of Revit, SketchUp and Adobe Photoshop desired
- Excellent presentation and communication skills

Please send your resume to agibbs@abonmarche.com for further consideration. Please visit www.abonmarche.com for more information.

