



Experienced Mechanical Contractor seeking Assistant Project Manager.

The ideal candidate is self-motivated with an understanding of HVAC or an Engineering background. Candidates must be detail oriented, able to multitask, and have strong verbal/written communication skills. Basic knowledge and maneuvering in CAD required. The ability to manage people is important; leadership experience is preferred. Exposure to the construction industry is preferable.

Our Assistant PM's are involved in EVERY part of the project. Assistant PM's split their time between our office (Amityville) and the job sites. Tasks will include:

- Managing submittals and project logs,
- Attending project meetings,
- Field and drawing coordination,
- Interacting with all Trades/GC/CM,
- Requisitions,
- Field supervision,
- Quality control,
- Cost estimating,
- Project scheduling,
- Some equipment purchasing,
- Preparing take-offs and estimates for change orders,
- Pipe fabrication sketches,
- Supervise commissioning, start-up, testing and balancing,
- Creating RFI's,
- Other duties typical of HVAC High Rise Construction.

Training will be provided for the right candidate. This is a position with huge potential for growth. All of our Project Managers started with us as Assistant PM's, several of whom are Maritime graduates.

Please send all resumes to:

Megan Arango
megan@rsunited.net