



Holmberg Mechanical, established in 1949, has a long-standing reputation for quality mechanical projects delivered in the Seattle construction markets. We are a dynamic, team-oriented, privately held business with an exciting and inspiring culture. Holmberg Mechanical has grown aggressively and successfully in recent years and you will find us competing for and winning some of the highest-profile projects across the landscape of the Puget Sound. In 2018, 2019, and 2020, Holmberg Mechanical made the Puget Sound Business Journal's Best Places to Work lists, as well as Inc. Magazine's 5000 Fastest Growing Companies list in 2019 and 2020.

We are seeking to expand with the addition of a **Project Manager – Special Projects**

Primary Responsibilities:

- Work as a team member within the organization
 - Support in achieving company sales goals established for each fiscal year
 - Solidify & build relationships with subcontractors and suppliers
 - Manage and successfully close mechanical construction contracts within the gross margins established by management
 - Develop long term client relationships for repeat business with owners, developers, and general contractors
 - Coordinate manpower as required with other projects
 - Estimate changes and revisions to projects that are plan/specification, design/build, or negotiated

Duties include, although not limited to:

- Budgeting and cost control
- Scheduling
- Change order processing
- Billings
- Manpower control
- Material & equipment buyouts
- Manage project deliveries
- Subcontractor management to meet budget and schedule
- Project coordination including RFIs and coordination drawings
- Managing the submittal and closeout process
- Project commissioning and training as required
- Client satisfaction and future sales

Holmberg Mechanical is an **Equal Opportunity Employer**, offering qualified applicants' consideration for employment without regard to race, color, religion, sex, physical or mental disability, age, citizenship, pregnancy, genetic information, veteran status, gender identity, gender expression, sexual orientation, national origin, and any other protected status.