



Technical Planner @ Facebook

The Bridge Group, LLC has an open position as a Technical Planner at Facebook for projects on the East Coast and LATAM. The candidate will be closely involved in construction projects with a focus on managing design and furniture. The position is an exciting opportunity to work at an energetic company that values work-life balance. The position is based in New York but will involve some travel.

Responsibilities will include:

1. Work with the architect and facilities PM during the design process to make sure the Design Look and Feel package is approved and standards are implemented as approved
2. Become familiar with Facebook's standards and understand how best to implement at various types of locations
3. Become familiar with Facebook's wayfinding strategy
4. Serve as an advisor to the facilities PM and architect
5. Be present during design meetings to provide solutions that will keep the project moving forward
6. Walk construction sites regularly throughout the build process, identify potential issues and provide solutions
7. Work closely with the furniture vendor to create a furniture package that is aligned with Facebook's standards while also understating the needs of the local team
8. Manage the budget and timeline for the furniture vendor – insure timely order placement, track costs, oversee installation and manage furniture punchlist close-out

Qualifications:

1. Architectural background with experience working directly on construction projects for technology companies
2. Experience in FF&E selection and overseeing the furniture budget and implementation
3. In-depth understanding of the various phases of design and construction in an office environment
4. Must have expertise in the Microsoft Office including Outlook, Word, Excel and Powerpoint
5. Experience editing documents in Adobe or Bluebeam
6. Excellent communication skills, both written and verbal
7. Detail oriented and punctual
8. Ability to move fast
9. Creative thinker - enjoys thinking outside of the box
10. Self-starter, good communicator
11. Organized, knows how to prioritize

Compensation:



THE BRIDGE GROUP

CONSTRUCTION & PROJECT MANAGEMENT

1. Salary range: \$100,000-125,000
2. Health, Dental, Vision, Life coverage
3. Retirement plus company matching
4. Generous PTO policy