

# THE BRIDGE GROUP

CONSTRUCTION & PROJECT MANAGEMENT



The Bridge Group, LLC is a San Francisco based project management firm. We provide real estate consulting services as an owner's representative to lead commercial projects to success. Specializing in construction project management, move management and facilities consulting services, we are expanding our team and need a multi-faceted and experienced project manager.

We are recognized and respected in the industry for our impeccable work and solid reputation. The Bridge Group partners with a diverse range of clients including hi-tech headquarters and campus work, healthcare, bio-tech, and non-profit work.

## Opportunity

The Bridge Group is seeking an experienced Project Manager with a construction background to coordinate complex equipment installations at various sites around the Bay Area. The ideal candidate has an engineering background in electrical, mechanical, or civil engineering with experience managing construction projects. Projects vary in scope, complexity, and size. Our Project Managers are responsible for the overall coordination of the project from design through implementation, managing scope, budget, schedule, and all communications.

## Responsibilities

- Act as an owner's representative for our clients
- Manage and coordinate tenant improvement projects
- Lead project meetings and document outcome
- Manage architects, engineers, contractors, and vendors
- Prepare project schedules and budget estimates
- Control project quality and ensure compliance with client standards & governmental requirements
- Review and approve proposals and invoices
- Manage budget and control costs
- Close out of the construction project

## Qualifications

Successful candidate is a leader who has demonstrated success managing large and complex projects with preference given to candidates who have experience managing construction of lab spaces. Must have excellent computer skills (Word, Excel, MS Project) and excellent communication skills, both written and verbal. Ten years or more of direct experience as an owner's representative is required. A degree in a related field (MEP engineering, construction management, architecture) is required.

## Compensation

- Competitive salary plus bonus
- Health, dental, vision and life insurance coverage
- Retirement plus company matching
- Generous PTO policy
- Education reimbursement

## Interested?

Send your cover letter and resume to [tamara@the-bg.com](mailto:tamara@the-bg.com). We look forward in hearing from you!