



Project Manager – Commercial Waterproofing

Full-time position to assist Division Manager in supervising and coordinating installation of commercial waterproofing systems to include above and below grade waterproofing and traffic coatings in the Chicagoland area.

Typical duties to include:

- Material takeoff and estimates of waterproofing systems.
- Monitor daily activities and as needed compile reports on progress, compliance, and obstacles.
- Confirm adherence to approved shop drawings.
- Attend preconstruction, progress meetings as well as other project or staff meetings.
- Work with foreman and superintendent to determine proper solution that conforms to manufacturer requirements for any detail issues that may arise in the field.
- QA / pre-punch list walks with follow up reports and tracking.
- Developing and writing work orders to include proper material lists.
- Coordinate onsite deliveries with suppliers and general contractor.
- Work with other trades interfacing waterproofing.
- Ensuring proper tools and equipment is onsite and in proper working condition.
- Develop site specific safety plan and actively update or modify as needed.

Job requirements:

- 5 years of work experience in commercial waterproofing industry.
- Proficiency with Windows based operating system and Microsoft Office.
- Comfortable climbing ladders, stair towers, use exterior material hoists, or other hoisting equipment and not afraid of heights
- Strong communication skills: verbal and writing
- Valid driver's license for local traveling
- Pass pre-employment drug and alcohol test and background check.

Preferred but not required:

- Commercial roofing experience.
- AutoCAD
- Familiarity with scheduling software or estimating software.
- OSHA certification

Starting salary based on experience. Full benefit package offered.

Bonus program