

HMC has been recognized as a leading manufacturer of quality custom architectural millwork for nearly 30 years. **Located in Columbia, MD we are currently seeking an experienced Millwork Project Manager to join our team.**

Job Responsibilities:

- The Project Manager is responsible for the overall direction, coordination, implementation, execution, quality control and completion of work moving through design and construction consistent with company, client and project specific strategy, commitments and goals.
- As the Project Manager you will need to be well versed in the processes of estimation, revisions, scheduling, submittals, change management and general document management.

Job Qualifications:

- **Minimum of 5 years millwork and project management experience. Field installation experience is a plus.**
- Ability to track project performance, analyzing the successful completion of short and long-term goals.
- Knowledge of AWI standards, casework and millwork construction techniques, and industry hardware. We are an AWI-certified firm.
- Ability to read and understand all architectural drawings, shop drawings and specifications.
- Ability to be a successful manager and leader. The Project Manager will need to be able to address challenges, motivate, set expectations and give feedback to the team.
- Solid organizational skills including attention to detail and ability to successfully multi-task.
- Ability to effectively communicate and collaborate with team members from all departments of the company; design, construction, millwork fabrication, accounting and administration.
- A Bachelor's degree in Construction Management or related field, is preferred, however experience equivalent to a degree will also be considered.
- Proficiency in Microsoft Office (especially Microsoft Excel).

We offer a competitive compensation and benefit package.

If you are interested, please submit a resume to:

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