



11 Industrial Boulevard, New Castle, DE 19720

We are a team dedicated to providing a superb process which includes electrical, telecommunication, mechanical installations, and maintenance. We are committed to a safe, economical, fast, and high-quality work practice using the latest technologies. We strive for consistency which enables us to provide security for our employees and the future generations at Battaglia. Our success is measured by the satisfaction of our customers, employees, suppliers, and affiliate organizations. We're an equal opportunity employer.

Title: Project Manager

Company: Battaglia Electric, Inc. (BEI) was started in 1981 by Gene Battaglia, owner and President. The core of everything we do is exceptional electrical contracting. From calculated planning with follow through by daily project management and constant safety analysis, we bring experience and education to every project. Our team is made up of IBEW Electricians and senior experienced Project Managers.

Reports to: Jim Meyer, President

Department: Field, Office, etc.

Location: Wilmington, DE

Position Status: Full time, Part time, Seasonal / Nonexempt, Exempt

Compensation: Hourly, Salary, Commission

Benefits Eligibility: Yes/No

Job Description: The project manager plans, coordinates, and directs activities concerned construction projects. The project manager anticipates the conceptual development of construction projects and oversees its organization, scheduling, and implementation.

Primary Responsibilities Include but, aren't limited to:

- Supervise all activities related to contract administration, change orders, submittals, procurement, and schedule.
- Have thorough knowledge of company's contracts and understanding of all parties involved.
- Secure all required permits and verify insurance coverage for subs.
- Schedule and facilitate all project meetings required to successfully coordinate work activity.
- Supervise and manage project team members.
- Train and develop direct reports utilizing on the job and internal and external training or development opportunities.
- Have thorough knowledge of all major project issues and priorities; prepare and submit monthly job status reports.
- Provide general administrative and technical leadership for the project. Maintain all project records and monitor correspondence.



11 Industrial Boulevard, New Castle, DE 19720

- Supervise close out of project.
- Develop and maintain positive working relationships with counterparts at owner and engineering firms.
- Participate in proposals and presentations as requested.

Physical Requirements:

- Working a minimum of 40+ hours/week shifts.
- Sitting 6 to 8 hours/day.
- Lifting weights of 0 to 50 lbs.; frequently 0 to 35 lbs. and infrequently above 35 lbs.; sizes and shapes of objects vary from conduit to large panel covers.
- Ability to lift from floor to above shoulder.
- Repetitive use of hands includes keyboarding, occasional grasping of hand tools and fine motor coordination for electrical installations.
- Vision adequate for daily and consistent computer use and reading.
- Balance adequate for occasional climbing of ladders, scaffolds, and lifts.
- Environmental factors include working in: temperature extremes of 0F to 100F; up to 8 hours inside or outside; atmospheric exposure to dust, gases, fumes, odors; and poor ventilation in confined spaces.
- Special hazards include exposure to mechanical, electrical, chemical, and explosive hazards.
- Personal protective equipment includes use of hard hat, safety glasses, steel-toed shoes, gloves and hearing protection.

Education & Skills Requirements:

- High school diploma with additional 2 years technical training desired or Construction Management degree.
- Minimum 3 years' experience in a Project Management role, prior field experience desired.
- Excellent technical knowledge of electrical systems and the NEC.
- Intermediate computer skills and experience in Microsoft Office products.
- Ability to adjust to rapidly changing priorities and work under pressure.
- Excellent verbal, written and human relations skills.
- Ability to work as a team in a fast-paced environment.
- OSHA 30-hour Certification
- Current CPR & First Aid Training/Certification

Telework Eligible: Yes/No