**Project Controls Manager**

The Thomas J. Dyer Company is a full-service union plumbing and HVAC company. We have performed high quality fabrication and installation on major projects in Ohio, Kentucky, Indiana and beyond since 1908. Our Project Managers and Superintendents are experts in their field, and are supported by the Dyer Executive Team, as well as the professionals employed by Grote Enterprises.

We take great pride in our efforts to identify and stay ahead of the newest construction methods and technologies. We utilize our resources to analyze new trends and determine which fit our organization's mission and culture, as well as which will become integral parts of the construction process as we move through the 21st Century.

Over the years, this commitment to organizational evolution has resulted in the development of our Small Contractor Business Development Program, the growth in our number of LEED Accredited Professionals, our dedication to Lean Construction principles, and our expertise in Building Information Modeling (B.I.M.).

We enthusiastically champion the utilization of Integrated Project Delivery (IPD) on construction projects in our operational regions. Both Lean and Building Information Modeling are vital components of the Integrated Project Delivery System.

We offer a competitive compensation package with benefits including health care, life insurance, long term disability, 401k plan and optional dental, vision and short term disability.  Income will be commensurate with qualifications and level of experience. Opportunities for growth and career advancement are available within our team.

The Thomas J. Dyer Company is an Equal Opportunity/Affirmative Action Employer. We will not discriminate unlawfully against qualified applicants or employees with respect to any term or condition of employment based on race, color, national origin, ancestry, sex, age, religion, physical or mental disability, place of birth, military service status, or any other basis protected by law.

**OVERVIEW OF THE PROJECT CONTROLS MANAGER ROLE**

Consistent with the Dyer Core Values and Strategic Vision, the Project Controls Manager will provide project support to the TJ Dyer Company so that they are recognized as the preferred contractors, fabricators, and service providers within our targeted markets and customer base. Maintain a positive, high-performing culture and build strong relationships with all stakeholders to safely achieve the lowest risk and most profitable results.

**ROLE & RESPONSIBILITIES**

The following list summaries the role and responsibilities (activities, tasks, SOP, etc.) required to achieve the mission of this position:

**PROJECT SCHEDULING**

* Develop, manage and govern project scheduling standardized procedures and policies (WBS structure, cost code reporting etc.)
* Prepare required schedules to be submitted with Proposals
* After project award, develop the overall Project Schedule working with the following internal departments:
	+ Safety
	+ Estimating
	+ Pre-Construction
	+ Coordination
	+ Shop Fabrication
	+ Purchasing
	+ Logistics
	+ Project Management
	+ Field Supervision
* Develop and maintain overall project Manpower projections
* Initiate the development of the Field Erection Work Plans
* Participate in Owner/Contractor Project Schedule meetings as required
* Update Project Schedule progress as required
* Management of any staff Schedulers

**PROJECT CONTROLS**

* Assist in the development, management and governance of the project controls standardized procedures and policies (quantity tracking etc.)
* After project award, develop the overall Project Progress Tracking (earned value method) working with the following internal departments:
	+ Estimating
	+ Pre-Construction
	+ Coordination
	+ Shop Fabrication
	+ Project Management
	+ Field Supervision
* Develop and maintain overall project progress
* Work with Project Management, Shop Fabrication and Field Supervision on proper reporting of the installed quantitative measurements for proper and accurate manpower projections

**DOCUMENT CONTROL**

* Assist Project Management with monitoring of RFI(s)
* Assist Project Management with schedule and cost impacts of Change Order(s)
* Assist with implementation of Procore standard procedures and policies

**SKILL REQUIREMENTS AND QUALIFICATIONS**

Must have comprehensive computer skills including fluent mastery of Primavera P6 and Excel

5+ years experience in Cost Analysis and Scheduling

BS/BA required in Engineering, Construction Management or related

Strong Mechanical knowledge