



JOB OPENING – Commercial Construction Project Manager

Walsh Door & Security is seeking a Project Manager to be a part of the team at our Des Moines or Iowa City location. We specialize in commercial doors, frames, hardware, cameras, and access control systems for projects throughout Iowa and the surrounding states. If you have a desire to work for a 150+ year old Midwest-based company and enjoy working in a fast-paced environment, this is a great opportunity! Walsh Door & Security is a growing company with 90+ Employees and this opportunity is a full-time, added position.

Job Description:

- Manage projects by sourcing materials, negotiating costs, monitor delivery of incoming and outgoing materials.
- Ensure material purchases and deliveries are done in an efficient and cost-effective manner.
- Detail door, frame, and hardware schedules.
- Create pricing quotations by estimating material and labor requirements for projects.
- Process pre-bid contracts, RFI's, shop drawings, architectural submittals, and change orders.
- Follow up on sales leads and bids.
- Problem solve customer and field crew issues.

Job Requirements:

- Must have two years' experience as project manager or project engineer for door, frame and hardware company.
- Prefer four-year degree.
- Strong mathematical ability to verify bids for accuracy.
- Knowledge of commercial doors, frames, and hardware.
- Proficient in Microsoft Office applications – specifically Excel, Word, and Outlook.
- Must have proven ability to handle large workload, multitask, and maintain a positive attitude.
- "Will do", trainable, team player type attitude with professionalism.
- Must pass pre-employment drug screen and background check.

Benefits:

- Health Insurance – Company-paid 85% of single or 79% of family Wellmark of Iowa Health Insurance Plan
- 401k Savings Plan – Company contributes up to 4% of wages.
- Life Insurance – 100% company paid \$50,000 life insurance policy.
- Short Term Disability – 100% company paid policy.
- Long Term Disability – 100% company paid policy.
- Holiday – 8 paid holidays during 2018.
- Vacation – Personal Time Off program starting on hire date.
- Dental Insurance – Delta Dental of Iowa.

To apply or for more information about our company, go to www.WalshDoor.com.

DES MOINES

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