



Project Manager-Mechanical Contractor, Sacramento

Responsible for ensuring that mechanical construction projects are completed to the satisfaction of our clients. This individual will oversee all elements of the project from planning through completion. We are looking for a smart, organized and thoughtful professional who works in a collaborative manner with our team, the client and other trades. The PM will manage multiple jobs ranging in size from \$100K through several million dollars.

Responsibilities include:

- Manage delivery of the project per the contract documents and client requirements.
- Create and manage schedule and budget to appropriate milestones.
- Write sub-contracts and purchase orders for sub-trades and materials.
- Prepare and review submittals.
- Forecast and manage flow of labor and materials throughout the job.
- Review and negotiate RFI's and change orders.
- Review job costs and billings.
- Coordinate close-out including startup, commissioning, training and turnover.

Qualifications and Experience:

- Five years as a project manager for a mechanical contractor.
- HVAC/Mechanical field experience preferred.
- Understand mechanical systems and appropriate codes.
- Knowledge and experience of construction, design and finance.
- Demonstrable written and oral communication and interpersonal skills.
- Competent skills with computer programs; Excel, Word, Outlook, MS Project and Job Cost Accounting software.
- Bachelor's Degree or equivalent experience.

What We offer:

- Excellent pay based on proven experience and expertise
- A highly competitive benefits package including health, dental and vision insurance plans
- Paid holidays and vacation time
- Paid training with a commitment to continuous learning
- 401K with company match and employee assistance program
- A stable, supportive, and team orientated work environment

Please email your resume to:

hr@coacair.com or fax resume to (916) 381-3307.

Download COAC Employment Application Here:

http://www.coacair.com/files/COAC_Employment_Application_FILLABLE_1132015.pdf

Pre-Employment Drug screening required

About Cooper Oates Air Conditioning

Cooper Oates Air Conditioning is a commercial heating and air conditioning company with a diverse commercial customer base. We have been in business in the Sacramento region for 36 years. We are a family owned and managed company with a strong reputation for honesty, integrity and value. We have a strategy of stable and consistent growth that builds on our past success. We provide service to customers within a 60 mile radius of Sacramento. The size of our service accounts varies from small office TIs to large commercial office buildings. For more information please see www.coacair.com.

Our Mission

To help customers increase the return on their building investment. We assist them in managing the full life-cycle cost of their air conditioning systems through efficient design, effective construction, dependable service and quality craftsmanship delivered by skilled professionals.