

# Mechanical Project Manager



**Bermuda Air Conditioning Ltd.** is seeking to employ a Mechanical Project Manager.

The successful candidate will have previous proven experience in a similar role as a Project Manager. The individual will report directly to the lead Project Manager and/or the Contracts Operations Manager.

## **Duties and Responsibilities:**

- Organise, implement and supervise all works required for Bermuda Air Conditioning Ltd. to successfully complete the awarded projects
- Coordinate all aspects of the tendering process, including RFI's, CCD's, estimating, submittal, procurement process
- Liaise with Customers, Clients, Architects, Design Engineers, Vendors, and Subcontractors
- Ensure all work and equipment conforms to the contractual documents

## **Minimum Required Qualifications and Experience:**

- Several years experience in a similar role, of which some must be in a supervisory position with knowledge of hydronic, steam, and other piping systems, HVAC, electrical, fire sprinkler, gas, oxygen and fuel oil piping
- A thorough understanding of building codes used and recognised in Bermuda and extensive knowledge of the following codes: NFPA, NEC and BBC
- Proficient project management skills, including documentation, cost control, scheduling, change order pricing and negotiating
- Strong written and oral communication skills
- Outstanding organisational skills
- Proficient in Microsoft Office skills
- The ability to read and interpret blueprints, schematic drawings and ladder diagrams
- Strong interpersonal skills including problem-solving capabilities

## **Closing Date: February 23, 2018**

All applications should be submitted in writing with a resume and references to:

Expertise Limited

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