

BE AN EMPLOYEE OWNER AT THIS DYNAMIC CONSTRUCTION SUBCONTRACTOR!

OPENINGS AT OUR MASON OH, CLEVELAND OH AND ELKRIDGE MD OFFICES

Company:

Pioneer Cladding & Glazing is a spirited employee-owned and growing exterior facade company specializing in custom unitized curtain walls. Our innovative approach coupled with cutting-edge design technology has won awards as well as respect in our industry. The culture at Pioneer is employee-centric with a focus on engagement, productivity, and accountability. We recruit, hire, train, mentor, and retain the **best-qualified** individuals for each job. We are only as great as our people and we're proud to say we do have the best **and we're looking for more!**

Project Coordinator Job Summary:

As the **Project Coordinator** with Pioneer, you will support the Project Management staff in initiating and monitoring all project activities including schedules, spending, material acquisition and delivery, engineering, manufacturing, and installation to ensure timely and quality completion of assigned construction projects. You will demonstrate a sufficient understanding of requirements on assigned projects to effectively assist the PM in managing the score of the project. You will also help complete material take-offs in order to estimate the cost of materials, labor, and equipment associated with the assigned project. You will be required to gather information necessary to complete submittal packages and issue equipment and building permits to meet project deadlines.

Project Coordinator Job Requirements:

College degree in Construction Management or related field is preferred along with 2-5 years' experience in construction project management. Previous experience with custom curtain wall systems / unitized wall systems / structural glass wall systems / or architectural metal panels is preferred.

This position requires excellent interpersonal and problem solving skills as well as the ability to work in a fast paced environment. The best candidate must be a team player who is dependable, detail oriented, committed to quality and willing to assist others. If this sounds like YOU, please submit your resume, cover letter and salary requirements on our website: <http://www.pioneerglazing.com/careers/> or email us at: employment@pioneerglazing.com.

Salary: Commensurate with experience

For information on Pioneer, visit our Web site at www.Pioneerglazing.com

Pioneer is an Equal Employment Opportunity Employer and a participant in E-Verify