



CAREER OPPORTUNITY

GSFIC

Project Manager Assistant Project Manager (Construction Division)

OUR MISSION... *Building Georgia's future by providing financial and construction management with the highest level of customer service, integrity, fairness and efficiency.*

The Georgia State Financing and Investment Commission (GSFIC) is responsible for the issuance and oversight of all public debt by the State, performs all services relating to the issuance, investment, and accounting of proceeds from general obligation debt, and acquires and assists in the construction of projects for state agencies and authorities financed through such debt.

Job Information
Job Type: Full Time
Number of Vacancies: 4
Hiring Salary Range PM: \$60,600.00 - \$68,151.00 APM: Starting salary commensurate with experience
Location: Atlanta, GA
Opens: July 1, 2019
Closes: July 10, 2019 (Must be received by 5 p.m.)

Applicants who require accommodations for the application process should contact

404-463-5664 or e-mail

hr-email@spo.ga.gov

TO APPLY:

Email **resume** in Microsoft Word or PDF format to hr-email@spo.ga.gov with the following in the subject line of your email: **Project Manager OR Assistant Project Manager**



Our goal is to be a diverse workforce that is representative of the citizens we serve. GSFIC does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, retaliation, parental status, or military service. GSFIC is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment. All employment is decided on the basis of qualifications, merit and business need.

Position Overview
Duties: Project Manager: Under general supervision, manages construction projects for state owned facilities. Assistant Project Manager: Under general supervision, participates with project management and CCS staff in the management of construction projects for state owned facilities. Ensures that construction projects are completed according to contract documents and plans, and within budget with a proactive approach.
Minimum Qualifications: Project Manager: Completion of an undergraduate degree from an accredited college and a minimum of four (4) years of experience in the construction field as a Project Manager, Project Engineer, or Quality Assurance Manager. Must have a valid driver's license and be capable of traveling statewide to construction sites in various stages of development. Assistant Project Manager: Undergraduate degree in Engineering, Architecture, Building Construction, Construction Management or a related field from an accredited university. Must have a valid driver's license and the ability to travel statewide.
Competencies: Strong verbal, written, and analytical skills; excellent customer service, problem resolution, and organizational skills; ability to effectively interact with highly skilled professionals. Must be capable of reading and interpreting contracts and construction drawings and have experience working with Microsoft Office Suites and Project Management/Scheduling Software. Must have the ability to calculate figures and amounts such as discounts, interests, commissions, proportions and percentages; ability to solve practical problems and deal with a variety of variables in situations where only limited standardization exists; ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
Working Conditions: These positions are based in the Atlanta office. These positions require frequent visits to project construction sites, which are subject to outside conditions. Must be able to walk and maneuver around construction sites in various stages of development.
The selected applicant must be authorized to work in the United States and must successfully pass a pre-employment criminal background check, motor vehicle records check and drug screen.
Due to the large volume of resumes received by this office, we are unable to provide information on your resume status over the telephone. Notifications will only be sent to applicants who are selected to interview.
Please visit our website at www.gsfic.ga.gov for additional GSFIC career opportunities.