

## **Ikm incorporated**

### **PROJECT MANAGER**

[www.ikminc.com](http://www.ikminc.com)

IKM is seeking an architect that has market sector experience, business acumen, communication and client relationship skills, aesthetic sensitivity, and technical competency.

Candidate has full responsibility for managing all aspects of multiple small to mid-sized projects. Prepares strategic plans for project success. Responsible for the coordination of all project efforts, administrative and technical, to assure the most efficient and cost-effective execution of assigned projects. Serves as the primary client liaison to bring the schedule, budgets, and scope of work to completion and to the client's satisfaction. Actively manages client budgets, schedules, and program; project communications and documentation; office administrative tasks; and project team assignments. Estimates fees, determines scope of work, and prepares proposals and contracts.

Bachelor's degree in architecture from an accredited program, plus 8 years of experience. Registered architect preferred.

Compensation is commensurate with your experience.

Please submit your resume and portfolio to: [mmastay@ikminc.com](mailto:mmastay@ikminc.com)