Production Manager, Architecture and Mechanical / Electrical Technician
Lexington, KY

Brandstetter Carroll Inc. (BCI) is an award winning, nationally prominent firm of Architects, Engineers, Landscape Architects and Planners founded in 1979 with the express purpose of providing professional design services to public sector clients on a regional basis. Since the firm’s inception, BCI has grown to include a staff of 60 members with offices in Lexington, Kentucky (headquarters), Cleveland and Cincinnati, Ohio and Dallas, Texas. At Brandstetter Carroll Inc., we improve community and quality of life.

Brandstetter Carroll Inc. is looking for a combination Production Manager and Mechanical/Electrical Technician with experience in public buildings and infrastructure, to join our team in Lexington, KY. Candidate will work with in-house Architects and other design professionals. The position prefers a candidate with a Bachelor’s degree in either Construction Management, Architecture, Mechanical or Electrical Engineering, and a minimum of ten (10) years’ experience in mechanical and/or electrical technical drawings and design and production management skills.

Primary Responsibilities
- Lead a team of technicians to complete deliverables needed for project work
- Provide the technical knowledge needed to complete a set of construction documents, including written specifications and engineering analysis
- Review and coordinate documents with the team
- Ability to create the design and engineering deliverables (schematic design through construction documents)
- Adhere to BCI standards (or other required standards) and best practices in the creation of deliverables
- Collaborate with architects and sub-consultants to ensure a well-coordinated project
- Develop and maintain project schedules and budgets for the portion of the project assigned
- Respond to submittals and RFIs
- Conduct on-site construction visits and generate field reports
- Be able to communicate all aspects of a project with the clients, architects and sub-consultants as needed
- Travel to projects sites and meetings, including overnight as necessary, for project coordination
- Other duties assigned or needed, depending on skills and company needs

Required Qualifications, Knowledge and Skills
- Bachelor’s Degree in either Construction Management, Architecture, Mechanical or Electrical Engineering
- 10+ years of relevant work experience that provides the required knowledge, skills, and abilities to perform the tasks listed above
- 3+ years of previous managerial experience in leading a team of professionals to complete a project on time and in budget
- Fluency in the use of various software programs: MS Office and AutoCAD; experience in Revit and Bluebeam Revu is a plus
- Works independently on projects, exercising good judgment, decision-making, and when and where to engage others to successfully complete a project
- Manages multiple priorities and deadlines in a fast-paced environment
- Interprets and exceeds internal and external client expectations and team needs
- Above average verbal and written communication skills
- Excellent detail orientation and time management skills
- Ability to independently learn and grow in the field practiced
- Must be authorized to work in the United States

BENEFITS
- Medical, Dental & Vision Insurance
- Long Term and Short-Term Disability
- Life and AD&D Insurance
- Paid Holidays, Vacation, and Sick Days
- Discounted gym membership
- 401(k) Savings Plan

Brandstetter Carroll, Inc. (BCI) is an Equal Opportunity Employer. BCI does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need.

www.brandstettercarroll.com