



Residential Building,
Renovations & Repairs

The Hale Construction Company LLC, a New Albany, Ohio company, is seeking applicants for a Project Manager. Hale Construction specializes in the construction and renovation of high end homes in the Columbus and Central Ohio region.

The Hale Construction Company is a small business that operates on the foundation of teamwork. We are seeking applicants who enjoy working with others and have a desire to contribute to company culture and advancement.

Responsibilities:

- Oversee projects from start to finish, managing schedule, subcontractors, materials, and budget.
- Project Managers are responsible for invoicing, change orders, and other financial reporting pertaining to projects.
- Communicate and negotiate bids with subcontractors.
- Maintain detailed and organized documents and files pertaining to projects.
- Work with company interior designer and estimators to provide comprehensive and detailed estimates.
- Schedule and maintain consistent communication with Homeowners (oral, written, and in-person).
- Represent Hale Construction and uphold company policies in the office and on job sites.
- Assist with planning and preparing for meetings and evaluations.
- Dedication to continuous education and improvement.

Qualifications:

- College degree preferred
- Advanced problem solving skills
- Working knowledge of construction process and materials
- Ability to relate to others
- Highly organized, detail oriented
- Advanced computer skills, specifically with excel and Quickbooks
- Ability to maintain a flexible and positive attitude in a fast-paced work environment
- Driver's license with clean driving record

Compensation:

- The Hale Construction Company offers a competitive salary commensurate with experience, attitude, and qualifications.
- Comprehensive health insurance with eye and dental coverage is available.

To apply, please send a resume to applicant@hale-construction.com.