

## **Assistant Project Manager**

EQR, a leader in environmental construction, with a large focus on stream restoration, has an immediate opening for an Assistant Project Manager to help oversee upcoming projects throughout the Mid-Atlantic, specifically the Northern Virginia/Maryland area.

### **Responsibilities include:**

- Assists with Project Management of large-scale environmental construction projects, aimed at improving water quality in the Chesapeake Bay watershed.
- Overall responsibility for the success of assigned projects
- Highly autonomous yet hands-on responsibility for project implementation
- Understanding and directing contract conditions and scope of work in the field
- Assists with developing and maintaining a schedule
- Assists with developing and maintaining monthly pay requisitions
- Collects and prepares necessary Quality Assurance/Quality Control reports
- Ensures compliance with all contract conditions by working with assigned Project Manager

### **Qualifications:**

- Bachelor's degree or equivalent experience
- 1+ years progressive experience in construction, previous government work a plus
- Excellent communication and organizational skills and ability to help manage multiple assignments
- Must have a valid driver's license
- Computer literate
- Experience with construction accounting software a plus (ViewPoint)

This position will be based in the Maryland/Northern area and will include local travel.

Benefits include Health and Dental Insurance, Paid leave, 401(k), profit sharing and some transportation.

We are an Equal Opportunity Employer and do not discriminate against applicants due to race, ethnicity, gender, veteran status, or based on disability or any other federal, state or local protected class.