

Position	Project Manager
<p>This Job Description is intended to be a general guide for the duties of a Project Manager but will not be limited to the general items below or limited to the detailed items listed on an additional Scope of Work.</p> <p>General Duties/Responsibilities:</p> <ul style="list-style-type: none"> • Drive project development from contract award to completion • Define the project scope, goals, deliverables and all material required – communicate all of this information with Thermosash team members and other stakeholder as appropriate. • Study the contract and execute within the cost and time restraints defined • Oversee the project design including any Mock-up or Prototyping required • Oversee the coordination and mentoring of the in-house project team (Designers, Engineers, Manufacturing and Site Project Manager) • Manage relationship with General Contractor • Drive initial meeting with Estimator and QS and then drive meetings to hand-over from Design to Manufacturing and to hand-over from Manufacturing to Site Project Manager • Complete a comprehensive and accurate Material Take off • Order and track all materials required • Manage time, quality and costs by overseeing Financial and Labour controls and conducting back-costing of materials and labour in conjunction with QS • Provide QA/QC during Manufacturing and Installation • Attend and chair all required external and internal meetings • Provide all required internal and external reports <p>Education and Experience:</p> <ul style="list-style-type: none"> • Degree or Post Graduate qualification in Construction, Project Management or other production related subject • Member of an industry recognised institute (e.g. Construction, Engineering, Project Management or Architecture) preferred, but not required <p>Knowledge and Skills:</p> <ul style="list-style-type: none"> • Leadership capabilities to enable collaboration with a team of professionals • Solid Planning and Time Management skills • Quality Management • Knowledge of Health and Safety laws and practices 	

Please complete this form as part of your application. It can be filled out interactively or printed out. Submit the completed form to us along with your CV using the upload button on the careers page of our website.

This information is collected for the purpose of assessing your suitability for employment at Thermosash Commercial Ltd and does not obligate the Company to engage the Applicant.

1. Personal Information

Family Name:

Given Name &
Preferred Name:

Contact Address:

Post Code:

Country:

Day Phone
Number:

Evening Phone
Number:

2. Legal Work Status

Are you legally entitled to work in New Zealand?	Y	N
a. As a New Zealand Citizen?	Y	N
b. As a permanent resident of New Zealand?	Y	N
c. As a holder of a current work permit in New Zealand?	Y	N

3. General

Do you have any criminal convictions, not including any concealed under the Clean Slate Act?	Y	N
Do you have any legal proceedings against you pending?	Y	N
Do you have a current New Zealand Drivers Licence?	Y	N

4. State the position/s you wish to be considered for

5. Health

Do you have any health-related issues that may impact on your ability to perform the tasks of this job? If yes, please detail below.

Signature:

Full Name:

Date:

I acknowledge that the information I have supplied is true and correct.

Do you consent to the Company retaining the information contained in this application for further employment options in the future?

Y

N

This Application Form will be held for 12 months following submittal.