



Beyond Controls is a Houston-based company with a fresh aspect on the management of controls, building automation and energy management. We provide our clients with smart building solutions, monitoring and control capabilities, quality service and essential training. Beyond Controls' systems are changing the way people, devices, and systems communicate, collaborate, and are secured across enterprises. Our systems are enabling users to go beyond, to manage and operate their facilities and equipment smarter, safer, more efficiently, securely and at peak performance levels. We believe in providing our customers with honest and quality service using a synergistic approach. Our customers should have the freedom to monitor and manage their own facility systems with the support of a knowledgeable company.

As an up and coming company in the Houston area we are always looking for talented professionals that want to feel like they are truly part of a TEAM. Come for a Career not just a Job.

**Position: Project Manager**

The Beyond Controls Project Manager has the overall responsibility for the delivery of the project. This starts from the review of the Sales Estimate, continues from the booking of the project, and ends with the close-out of the project. Success will be measured by the delivery of the project at the estimated cost, completion of the project within the time allotted by the project schedule, and the collection of funds.

**Specific Project Management Tasks:**

- Sales Estimate review & approval
- Deliver project at estimated cost
- Deliver project to meet customers schedule
- Manage & coordinate all internal resources (Engineering & Technician)
- Manage & coordinate all subcontracted resources
- Create & execute project schedule
- Supervise the ordering of all equipment & material
- Approve all equipment & subcontractor invoices
- Project Financial Forecasting (to be updated monthly)
- Monthly project invoicing
- Project cash flow management
- Assist with the collection of funds
- Change Order Management
- Develop & implement Project Acceptance Plan for each assigned project
- Project close-out
- Manage project Warranty coverage & Customer Training requirements
- Maintain an adequate customer satisfaction level to ensure future business.

**Supervisory Responsibilities:**

- Manage team of Direct Reports (Technicians), staffing level to be determined by business needs
- Maintain Productivity Rate (time charged to jobs) for all Direct Reports
- Coordinate training requirements for Direct Reports with Technical Coordinator & Operations Manager
- Manage Net Operating Expenses of Team to deliver per yearly P&L budget

**Skills & Competencies:**

- Technical/engineering degree or equivalent industry experience.
- Four + years prior experience in Construction, HVAC and/or Building Automation as a Project Manager.
- PMP is a plus
- Working Knowledge of Microsoft Office Suite: Word, Excel, Outlook, MS Project, Access and other Windows products
- Ability to lead and motivate teams
- Strong problem solving, planning and project management skills
- Ability to read and understand scope of work
- Exceptional written and verbal communication skills
- General knowledge of employment laws and practices
- Demonstrated knowledge of project financial reporting
- Will be able to work effectively with minimal oversight.

**Benefits:**

Medical, Dental, Vision, L/S Term Disability, Life Insurance, 401K, and paid Vacation and Holidays.