



UIBS
Clarksville, TN
hr@uibssusa.com

Job Title: Project Planner (Scheduler)

Job Type: Full-time

Job Location: Taylor, TX

Job Description:

We are seeking a detail-oriented project planner (scheduler) to perform overall scheduling, overall progress control and monitoring. This is a crucial role to manage Progress Measurement System control through control schedule programs, such as Primavera or MS Project based on CPM (Critical Path Method).

Your duties will include:

- Schedule planning, controlling and analyzing (Primavera)
- Plans and follow-ups Baseline Schedule, Updated schedule, Revised Schedule, As-built Schedule
- Manages schedule actual data updates (Actual Date and Resource)
- Performs PMS (Progress Measurement System) control
- Meeting coordination (with client / internal parties / subcontractors), and report
- Construction Sequence Review and Control
- Progress Report (Weekly/Monthly) Review and Submit
- Schedule Analysis and Risk Management
- Catch-up Schedule report
- Schedule Delay Analysis and Review for EOT (Extension of Time) Claim
- Assume other responsibilities as assigned by the Company

Your qualifications are as follows:

- BS degree or certifications relevant to construction management, engineering, architecture or equivalent
- At least 3 years of scheduling experience in large infrastructure/construction projects
- Proven knowledge regarding construction process (PERT/CPM/EVMS/DCMA14)
- Proficiency in P6 (Primavera), MS Office tools (Excel: query/Power BI preferred)
- Excellent presentation & communication skills



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- Ability to work under tight deadlines and mixed culture with quality deliverables, managing multiple projects at the same time
- Self-initiative and at the same time collaborative team player
- Having strong ownership and having a proactive attitude
- Highly organized with exceptional attention to detail and follow-ups, strong commitment to results
- Analytical thinking and demonstrated ability to solve problems

Desirable/Preferred Skills:

- Related certifications
- Experience in high-tech (semiconductor) product projects
- Experience in industrial and factory projects
- Experience in overseas/domestic EPC project experience
- International and multi-cultural experience a plus
- Fluent in Korean speaking and writing is a plus
- Advanced Software Skills (Primavera P6/Acumen FUSE/Power B)

(Additional)

- A person who has no difficulty commuting to and from the field office
- A person who can work overtime if necessary for job performance
- A person who can work on weekends if required