



4647 Saucon Creek Road  
Center Valley, PA 18034

## ***JOB DESCRIPTION***

### **Project and Construction Manager**

Title/Scope:	Project and Construction Manager/Full-time
Department:	Compressed Air Engineering & Technology
Reports to:	VP – Engineering & Technology
Location:	Center Valley, PA
Date:	February 2024

**Universal Compressed Air** is a privately-owned and thriving high-technology business in Pennsylvania’s Lehigh Valley focused on compressed air systems for industry. UCA brings decades of Industrial Gas expertise to Compressed Air Supply Systems (CAS). Our PIPELINE AIR™ CAS are designed, engineered, built, operated, and maintained to deliver compressed air as a utility and, in every case, an efficient, reliable, and application-tailored solution to maximize savings and optimize the end user’s success.

#### **POSITION SUMMARY**

The Project & Construction Manager is responsible for execution of all aspects of project engineering, project execution and construction management work processes within UCA. This includes responsibility for project team development and management, safety, cost, schedule, customer engagement, and contractor management for project and construction work associated with CAS projects. The position is responsible for ensuring compliance with all relevant UCA Engineering Work Practices (EWPs). Responsibilities will also include applying these skills to support ongoing CAS plant operations and other responsibilities as may be determined by UCA.

To fulfill the requirements of the position, the incumbent must develop close working relationships and work collaboratively with UCA leadership, Engineering and Technology Manager, Project Managers, Project Engineers, Engineering, Procurement and Commercial Team, Customers, Suppliers, Service Providers and Contractors.

The major challenge of the position is to achieve success through working with a diverse team, delivering on cost, schedule and performance for all project and construction work, developing and maintaining a close working relationship with vendors, contractors and customers, and managing safety throughout the project, construction, commissioning and startup.



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## **PRINCIPAL ACCOUNTABILITIES**

- Support new business development by developing project execution strategies and schedules required for the proposal and providing project management input into estimate development.
- Create, actively manage, and report on, project schedules addressing all activities from project kick-off through the point of plant onstream supplying product to the customer. Includes assessing critical path and developing and implementing strategies to get the project plan back on track when required.
- Create and actively manage project execution strategies addressing all aspects of the project (team, schedule, engineering/design, procurement, transportation/logistics, cost control, reporting, construction contracting, scope split, unique customer issues, etc.
- Lead the project team (UCA engineering resources, sub-contracted engineering, customer project manager, supplier, and contractor contacts) to ensure project deliverables and commitments are being achieved per plan.
- Manage all aspects of project control for projects, regularly forecast project costs, and provide cost and status reports to UCA management. Cost control includes negotiating with suppliers, service providers, and contractors to obtain best/lowest total evaluated cost for UCA. Cost control also includes proactively managing all supplier/contractor claims and UCA back-charges/claims against customers, suppliers, service providers, and contractors.
- Develop and execute construction plans for CAS projects, including contracting strategy, schedules, logistics plans, lift plans, pre-task assessments, and lead contractor selection and development.
- Provide support for on-site management of construction, start-up and commissioning with all required sub-contractors.
- Function as UCA primary interface with the customer throughout the duration of the project, lead required periodic review meetings and ensure all required contractual commitments are achieved.
- Own and execute the safety program for the Project, ensuring full compliance within industry, UCA, and customer requirements.

## **JOB REQUIREMENTS**

- B.S. Degree in engineering: PMP certification not required but a plus.
- Minimum 10 years work experience in an industrial engineering/project teamwork environment along with field experience in construction, start-up, and commissioning management and supervision.
- Strong verbal and written communication skills along with ability to effectively interface with customers.
- Travel up to 15% of time with extended time at site possible during construction, commissioning, and startup.



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- Experience with project scheduling, updating, and reporting using MS Project.
- Experience with construction safety management.

## **COMPENSATION & BENEFITS**

Along with an exciting, growth-oriented work environment, we offer the following:

- Competitive compensation
- 401K with employer contributions
- Medical, dental, & vision plans
- PTO and paid holidays
- Flexible spending account