



COMPANY OVERVIEW

Forderer Cornice Works is an industry leading supplier of commercial doors, frames, hardware, and glass. Since 1875 we have served government institutions, healthcare, education, commercial, and multifamily clients throughout California. Forderer is a small firm offering highly specialized solutions. We are not a large corporation offering cookie-cutter work. At Forderer we have a laidback, flexible, and tightknit culture.

We are currently seeking a seasoned individual to fill a Project Manager position in Hayward, California. This individual will work in our Commercial Department; focusing on Healthcare, Office, and Education projects. This individual will be client facing and in the field often.

JOB OVERVIEW

General:

- **8+ years DFH project management/engineer experience required**
- Full time, in-office, salaried position
- Expectation is to be in the field often
- Monday through Friday, 7:00am - 3:30pm
- Hayward, CA

Compensation Summary

- Commensurate with experience
- Full health, vision, dental insurance
- 401k matching

Job Duties

- Initially role will be heavy on engineering but will evolve to PM heavy role
- Manage numerous commercial projects simultaneously (approximately 10-15)
- Coordinate with external contacts (clients, contractors, architects, manufacturers, distributors, vendors)
- Coordinate with internal teams (shop, installation crew, estimating, engineering, and other PMs)
- Create and maintain submittals, project schedules, drawings, and some BIDs/Estimates
- Build hardware and door schedules via software provided by Forderer
- Field measuring, site visits, and meetings in the field
- Problem solve and brainstorm independently and in a team setting

Bonus Skill Set

- Bachelor's degree in construction management related field preferred
- Extraverted and positive attitude
- Flexibility and team-player mentality
- Curious and not afraid to ask questions
- Exceptional communication skills
- High attention to detail
- Quality critical thinking skills