



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 mainly on Healthcare, Education, and Office projects. This individual will be client-facing and in the field often.

JOB OVERVIEW

General:

- **8+ years project management experience within door/frame/hardware industry required**
- Full time, non-remote, salaried position
- Expect to be in the field often approximately 10% of the week
- Monday through Friday, 7:00am - 3:30pm
- Hayward, CA

Compensation Summary

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

Job Duties

- Manage multiple commercial projects simultaneously
- Coordinate with external contacts (clients, contractors, architects, manufacturers, distributors, vendors)
- Coordinate with internal teams (shop crew, field crew, estimating, engineering, and other PMs)
- Some estimating, submittals, project schedules, and drawings
- Some field measuring, site visits, and coordination meetings
- Problem solve and brainstorm both independently and in a team setting

Preferred Skill Set

- Bachelor's degree in construction management or related field
- Runs towards problems
- Aggressively fights for our clients
- Proactive problem solving
- Significant self-motivation and self-accountability
- Flexibility and team-player mentality
- Exceptional communication skills
- High attention to detail
- Quality critical thinking skills