

# Senior Project Manager

<b>Organization:</b>	Design Partners Incorporated
<b>Date Posted:</b>	
<b>Date Needed:</b>	ASAP
<b>City:</b>	Honolulu
<b>Location:</b>	Hawaii
<b>Country:</b>	United States
<b>Primary Category:</b>	Architecture
<b>Type of Position:</b>	Full-Time
<b>Education Requirement:</b>	BArch
<b>Experience Requirement:</b>	Minimum 6 years, 10+ years preferable

## Description & Details

Design Partners Incorporated (DPI) is an employee-owned award-winning architecture firm based in Honolulu, Hawaii. DPI continues its growth as reflected in being ranked #1 by Pacific Business News for the fourth year in row. This recognition reflects the quality and diversity of our portfolio created by DPI's talented and creative team of staff-owners.

The available position requires managing midsize and large projects (e.g. \$40M to \$100M+ construction value). Your role includes management, coordination and communication with and between the client, users, the DPI team including interdisciplinary design and engineering consultants. Tasks also include client and consultant contract administration, time and resource scheduling, and hands-on project management problem solving. Experience in commercial, DoD, educational and / or multifamily projects is desired. Experience with projects in Hawaii is a plus.

## Qualifications

- Professionally licensed architect, preferably licensed in Hawaii..
- Minimum Bachelor of Architecture degree or equivalent combination of education and relevant experience
- Minimum 6 years, 10+ years preferable of relevant professional experience.
- Well-rounded experience in the management and preparation of design and construction documents from Pre-Design through Construction Documents, including regulatory approval, bid and award process.
- You should be able to multi-task, have excellent organizational, writing and verbal communication skills, and work well both leading and managing the design team and completing tasks independently with minimum supervision. Skill in public speaking is a plus.
- Have a strong work ethic, be organized, a team player, demonstrate initiative, demonstrate critical thinking, able to gain new skills and knowledge
- MS PowerPoint, MS Word, MS Excel and BlueBeam Revu proficiency required. MS Project, Revit Architecture, AutoCAD Google Workspace / Google productivity suite skills a plus.

## Compensation

Salary commensurate with experience. Competitive benefit package. ESOP (Employee Stock Ownership Plan) available.

**How to Apply / Contact**

To apply please email your cover letter, resume, and portfolio to [employment@designpartnersinc.com](mailto:employment@designpartnersinc.com) We look forward to hearing from you.

Design Partners Incorporated is an equal opportunity employer and all qualified applicants will receive consideration for employment.