



UNIVERSITY
of ALASKA

Many Traditions One Alaska

Position Job Duties

532569_Project Manager

Manage the planning, design, and execution of capital improvement projects from project initiation through construction closeout and warranty. Coordinate development of design documents to ensure user needs and project objective are achieved in compliance with university standards, applicable codes, and accepted engineering and construction practices.

Oversee project delivery during construction, including management of scope, schedule, budget, quality, contract compliance, and regulatory requirements to support successful completion within available funding. Identify and address project risks, issues, and construction challenges to minimize impacts to cost, schedule, quality and operations continuity.

Administer design and construction contracts, including coordination with procurement requirements, review and negotiation of contract modifications, and resolution of project issues to maintain progress and reduce exposure to delays and claims.

Coordinate project schedules and activities with design managers, users, maintenance personnel, consultants, and contractors to support ongoing operations and timely project delivery. Facilitate communication among stakeholders to maintain alignment on project scope, schedule, and impacts to campus facilities.

Develop and manage budgets for the design and construction of capital projects. Track expenditures, evaluate cost impacts of design and construction decisions, and manage project costs to support effective use of available funds.

The [University of Alaska \(www.alaska.edu\)](http://www.alaska.edu) is an Equal Opportunity/Equal Access Employer and Educational Institution. The University is committed to a [policy of non-discrimination \(www.alaska.edu/nondiscrimination\)](http://www.alaska.edu/nondiscrimination) against individuals on the basis of any legally protected status.



UNIVERSITY *of* ALASKA

Many Traditions One Alaska

Position Job Duties

Supervise project team for effective management of planning, design, and construction of projects. Supervision includes providing performance appraisals, assigning work, and supporting professional development of employees.