



## Albireo Energy

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Albireo Energy is a national building automation, energy services, and electrical power monitoring system provider. Their solutions and services help building owners and managers improve efficiency and reduce operational costs while improving comfort for tenants. With almost 385 professionals and access to industry-leading technologies from Schneider Electric, Johnson Controls, Delta Controls, and Alerton, Albireo Energy provides superior services and solutions to data centers, healthcare, biosciences, government and commercial real estate. [www.albireoenergy.com](http://www.albireoenergy.com)

## Project Manager

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***Title:*** Project Manager

***Location:*** Crofton, MD (Washington, DC)

***Reporting Manager:*** Operations Manager

## Responsibilities:

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A key member of the Albireo team, the Project Manager will be responsible for providing turnkey design development and execution for HVAC Automation projects, to include:

- Assisting Account Managers with Project Estimating, scope development and fundamental design for turnkey projects. Development of Sub-Contractor scope of work documentation.
- Assist with the management on development of Hardware and Software Design Submittals, Installation drawings, Sequence of Operations and Commissioning and/or Validation Documentation.
- Materials Specification, Ordering, Tracking and Installation support.
- Maintain up to date As-Built documentation throughout project lifecycle. Coordinate final Turnover Package to Owner to include, Design documentations, System Backup, Recover and General Use Training, Warranty and Service Department turnover.
- Responsible for all Project Related and Customer Required Documentation, to include at a minimum; Submittals, RFI's, Schedule, Safety Compliance, Commissioning and/or Validation
- Managing contracts and sub-contracts.
- Responsibility for Monthly Invoicing and Project Forecasting.
- Materials Specification, Ordering, Tracking and Installation support.



## Qualifications:

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- Minimum of 5 years Construction Project Management.
- Strong computer skills required.
- Understanding of Software configuration and programming for BMS and SCADA PLC systems.
- HVAC and Mechanical System Checkout, Startup and System Commissioning.
- Ability to interpret design documentation.
- Proficiency with Microsoft Office products to include Project
- Effective communication skills both written and verbal.

## Key Accountabilities:

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- Manage and schedule project Software development, installation and commissioning.
- Manage and schedule field technician's startup and commissioning efforts.
- Oversee the performance of engineers and subcontractors ensuring that all work is completed on schedule and to specification.
- Oversee and manage any change order process in each project
- Oversee/Manage project closeout to completion.
- Track, identify and control construction costs against budget to avoid cost overruns.
- Oversee monthly and quarterly assessments and forecasts of project financial performance against budget, financial and operational goals.

## Position Parameters:

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- Based at the Albireo Energy offices in Crofton, MD

Interested candidates can send resumes to [careers@albireoenergy.com](mailto:careers@albireoenergy.com).