

Senior Project Manager

Senior Project Manager is responsible for projects planning and implementation. You will work closely with our design leaders and directors to ensure the highest level of project execution. You will be responsible for quality control and project management.

Responsibilities

- Management of projects including project schedules, timelines, billings, invoicing and collections.
- Collaboration with our international design teams to ensure the highest level of project execution.
- Responsible for quality control – from initial presentations to documentation and service delivery including checking, coordinating construction documents, details and specifications.
- Review shop drawings and materials sample submittals for conformance with design.
- Perform CD/CA tasks, as well as assist in resolving code and construction issues.
- Conducting and documenting field observations to monitor the progress of construction and performing construction administration duties (RFI's, RFP's, change orders etc).

Qualifications

- 10 years experience in the project management (5-10 years Hospitality experience or similar preferred)
- Degree in Interior Design or Architecture or equivalent work experience
- Experience with international 5 star luxury and upscaled projects
- Technical requirements include competency in use of design and production software (i.e., AutoCad, Illustrator, Photoshop, etc.), proficiency with MS Office (i.e, Word, Excel, PowerPoint, Outlook).
- Must have the ability to work collaboratively with individuals throughout the organization and requires a strong team-oriented approach, as well as excellent organization and time management skills
- English communication and presentation skills

If you are interested in the opportunity at Blink, please send the profile with updated portfolio to Pimjai.n@blinkdg.com