



Gipson Steel, Inc. has been in the steel fabrication business in Meridian, MS since 1976 performing medium to heavy structural and miscellaneous steel fabrication encompassing both commercial and industrial work. We are AISC certified and carry the sophisticated paint endorsement. Visit our webpage at www.gipsonsteel.com.

Gipson Steel is an Equal Opportunity Employer who knows that its most important asset is its people. We are dedicated to our company's stated mission: "Everything we do must be accomplished with the objective of establishing Gipson Steel as the unquestioned leader in quality, service, and delivery by producing a world-class product for our clients the first time... every time." We are looking for a motivated individual with a desire to learn and grow with our Company.

Project Manager Job Overview

Manage projects through interaction with internal departments and provide customers with information and support regarding the production of Structural Steel products from initial sale to final contract close out. Oversee all aspects of project management in accordance with design, budget, and schedule. Actively participate to ensure the project is completed on time, within budget, and according to company policies and procedures.

Essential Duties/Responsibilities:

- Anticipating/understanding the full scope of work and comparing contract documents to estimate to identify revisions that may not be immediately evident.
- Project scheduling and understanding when expectations are unreasonable or do not follow required work procedures.
- Reviewing specifications to ensure that the scope of the work is consistent with the bid.
- Reviewing purchase orders and sales contracts to ensure that legal obligations are met.
- Coordinating fabrication and delivery schedules.
- Coordinating with the field subcontractor for the installation of finished/fabricated product and ensuring the subcontracted erector's on-site work quality meets expectations.
- Accurately computing additional costs resulting from project changes and promptly issuing a change order request to the general contractor and tracking the status of each request.
- Remaining informed of project progress and status of issues.

Required:

- Proven ability to read and interpret architectural and structural construction drawings, and shop fabrication drawings.
- Effective problem-solving and decision-making skills.
- Ability to multitask.
- Ability to communicate effectively with internal and external customers.

- Strong computer skills; proficient in Microsoft Word, Excel, Outlook and other software.
- Three or more years' experience in the structural steel or metals industry.
- General knowledge of AISC standards and AWS codes.

Preferred:

- Associates degree or equivalent from a technical/vocation school.
- Project management experience.
- TeklaEPM (Fabsuite) experience.

Additional Duties & Desired Attributes:

- Adaptability.
- Motivation to succeed.
- Ability to work in a team environment.

Location: 2770 Sellers Drive, Meridian, MS 39301

Benefits: Health, dental, vision, basic life, voluntary life, long-term disability, 401(k), 401(k) matching, paid holidays, and paid vacation.

Complete an application on-site or print one from our website and send to us in one of the following ways.

Mail: P.O. Box 5225, Meridian, MS 39302 or 2770 Sellers Drive, Meridian, MS 39301

Fax: (601) 485-5119

Email: DCrane@gipsonsteel.com