

Job Title: Project Manager - Residential Fit-out

Location: United Arab Emirates (UAE)

Position Overview:

We are currently seeking a seasoned Project Manager with specialized experience in residential fit-out projects, particularly within the United Arab Emirates (UAE) context. The successful candidate will demonstrate a proven track record of managing all aspects of residential fit-out projects, from conception to completion, ensuring exceptional quality, timely delivery, and client satisfaction. As a Project Manager, you will play a pivotal role in overseeing the execution of projects, coordinating with internal teams, subcontractors, and stakeholders to achieve project objectives within established parameters.

Key Responsibilities:

- Lead and oversee the end-to-end management of residential fit-out projects, from initial planning and design development to execution, handover, and post-project evaluation.
- Collaborate closely with clients to understand their specific requirements, preferences, and expectations for residential spaces, ensuring alignment with project goals and objectives.
- Develop comprehensive project plans, schedules, and budgets, in consultation with relevant stakeholders, and monitor project progress against established milestones and targets.
- Coordinate effectively with internal teams, including architects, designers, engineers, and procurement specialists, to ensure seamless integration of design, construction, and finishing elements within residential projects.
- Source, select, and manage subcontractors and suppliers, negotiating contracts, overseeing procurement processes, and ensuring adherence to quality standards and specifications.
- Conduct regular site inspections and quality assessments to monitor work progress, identify potential issues or deviations, and implement corrective measures in a timely manner.
- Foster strong communication and collaboration among project team members, subcontractors, and stakeholders, facilitating effective decision-making and conflict resolution as needed.

- Manage project documentation and reporting, including progress reports, change orders, RFIs, and other project-related correspondence, ensuring accuracy, completeness, and compliance with contractual requirements.
- Uphold strict adherence to health, safety, and environmental standards throughout all project phases, promoting a culture of safety consciousness and risk mitigation among project stakeholders.
- Proactively identify opportunities for process improvement, innovation, and value engineering within residential fit-out projects, driving continuous enhancement of project delivery practices and outcomes.

Requirements:

- Bachelor's degree in Engineering, Architecture, Construction Management, or a related field.
- Minimum of 5 years of experience in project management, with a focus on residential fit-out projects in the UAE.
- Proven track record of successfully delivering residential fit-out projects on time, within budget, and to the highest quality standards.
- In-depth knowledge of residential construction practices, building codes, regulations, and standards in the UAE.
- Strong leadership and interpersonal skills, with the ability to effectively communicate, motivate, and influence project team members, subcontractors, and stakeholders.
- Exceptional organizational and time management abilities, with a demonstrated capacity to manage multiple projects concurrently and prioritize competing demands effectively.
- Proficiency in project management software tools such as Primavera P6, Microsoft Project, or similar platforms.
- Excellent problem-solving skills and a proactive, solutions-oriented mindset, coupled with the ability to anticipate and mitigate project risks and challenges.
- Fluency in English, both written and spoken; knowledge of Arabic is advantageous.

Job Type: Full-time

Salary: Competitive salary commensurate with experience