

Project Management Internship:

JVC Builders is a leader in the construction industry as a prominent retail construction manager/general contractor. We currently are seeking candidates for internship positions at our office in Des Moines, Iowa.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Manage assigned construction project(s) including the project timeline and budget
- Work to increase subcontractor base
- Prepare detailed project takeoffs
- Propose/evaluate value-engineering options

THE MINIMUM DESIRED QUALIFICATIONS:

- Must possess the ability to organize, prioritize and manage multiple tasks
- Must possess exceptional oral and written communication and interpersonal skills
- Requires the ability to read, analyze, and interpret business correspondence
- Requires the ability to read and interpret construction drawings and specifications
- Must have a strong working knowledge of MS Office including strong skills in Microsoft Excel and Word. Experience with MS Project preferred but not required

JVC Builders provides a challenging, work environment that recognizes and rewards achievement.

If you have the necessary qualifications and a desire to work in the retail/commercial construction industry please respond to:

JVC Builders
West Des Moines, Iowa
E-mail: cgross@jvcbuilders.com
(please e-mail your resume as a MS Word attachment)

JVC Builders is an Equal Opportunity Employer