CEQA Project Manager | Development
Our client is currently seeking a high caliber CEQA Project Manager for a long-term basis within our client's team of experienced professionals. Based in Irvine, CA

The Project Manager will play an integral role in the daily operations of the company and contribute to its overall success. This position will support the Development and Construction Management department.

The ideal candidate for this position will demonstrate strong leadership, a deep understanding of project management practices and principles, and will consistently deliver high-quality work. The candidate should also possess extensive experience with leading complex entitlement projects such as Specific Plans, General Plan Amendments and extensive infrastructure projects, have existing relationships with jurisdiction staff members, and have a comprehensive understanding of the CEQA process and documents, including Environmental Impact Reports.

The Project Manager position is an In-Office Position, and will perform the responsibilities generally described below, as well as any additional duties as needed to support the overall objectives of the company:

Job Requirements

- Ability to estimate and develop appropriate project scopes and budgets
- Ensure all project tasks are completed on schedule and within budget
- Effectively monitor and present project updates to relevant stakeholders, clients, or project team members
- Anticipate and prepare/delegate change orders and contract amendments
- Identify and communicate project risks
- Manage sub-contractors and vendors as needed
- Leverage innovative solutioning skills to navigate project complexities as needed
- Ensure all internal and external interactions with team members, vendors, and clients meet expectations
- Provide leadership and mentorship to project management team and junior associates
- Uphold company core values in everyday interactions with internal and external partners

Qualifications:

- Bachelor's degree and 5-7 years of related work experience or equivalent combination required
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- Proven, hands-on experience leading projects through both entitlement and post-entitlement phases required
- Direct, hands-on CEQA experience required; candidates should already have led projects through the CEQA process, including EIRs
- Proven interpersonal skills with emphasis on communication and emotional intelligence
- Ability to manage several projects simultaneously with advanced problem-solving skills
- Strong leadership ability
- Intermediate Microsoft Word and PowerPoint
- Experience with development related software (e.g., Smart Sheet, Microsoft Project, and/or Bluebeam) preferred
- Experience in reading technical reports, construction and design drawings, and municipal codes required
- Construction permitting experience preferred

Employment Type: Direct, Permanent

Location of Position: Irvine, CA

Location Type: Office, Project Site

Generate Personnel is an Equal Opportunity Employer that recognizes the value of a diverse workforce. Employment decisions are based on job related criteria and not on the basis of any unlawful criteria. We ensure equal access to employment opportunities, services, and programs.

Must have legal right to work in the United States. We thank all applicants for their interest; however, only those selected for interviews will be contacted.