

**Project Manager
LSU AgCenter**

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Posted Nov. 15, 2024, set to expire Nov. 9, 2025

Job Title	Project Manager
Department	East Baton Rouge Parish
Institution	LSU AgCenter Baton Rouge, Louisiana
Date Posted	Nov. 15, 2024
Application Deadline	Nov. 29, 2024
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Construction Engineering/Management Architectural (Building & Construction) Agricultural
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Apply By Email	
Job Description	

POSITION VACANCY ANNOUNCEMENT

Job Description

Work Location: Office of Facilities Planning, Baton Rouge, LA

Position Description: This position manages projects, organizes, coordinates, and directs (with supervision) multiple construction projects including regular site inspections and detailed observation reports. Ensure timely and effective communication with the project team (designers, supervisor, etc.) on important matters. Coordinate with Station/Resident Coordinator on work to be performed and address project issues, including state regulations and construction compliance. Coordinate projects,

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work with Resident Coordinator on outlining scope, obtaining quotes, and present to Director or designer for review and approval. Maintain and update project database, coordinate, develop and execute addenda, change orders, pay applications, time extension, etc. for facility construction projects such as laboratory and office buildings, irrigation and drainage systems, excavations and land development, utility systems, etc. throughout the State. Conduct Topographic and Site Surveys utilizing Total Station and GPS technologies for project development and design. Additional duties may include involvement in initial project investigation, project estimation, design and plan development (with supervision) utilizing AutoCAD to aid team in developing, organizing and producing detailed plans and specifications for construction, renovation and maintenance projects. In state travel with some overnights will be required.

Qualification Requirements: Bachelor's degree with three (3) years' experience required in Engineering, Architecture, or Project/Construction Management. Other degrees may qualify if combined with significant closely related course work or related job experience. Construction management-related experience is required. Design experience, AutoCAD, surveying, and plan development experience is very desirable.

Salary and Benefits: Salary will be commensurate with qualifications and experience. The LSU AgCenter has an attractive benefits package with a wide variety of benefit options. Benefits offered include retirement, multiple medical insurance options, supplemental insurances (dental, life, long-term disability, accident, vision, long-term care, etc.), Tax Saver Flexible Benefits Plan (saves tax dollars on some child care and medical expenses), university holidays (14 per year, typically includes a week off at Christmas), generous annual (vacation) and sick leave benefits, Employee Assistance Program, and possible educational leave and tuition exemption for coursework at campuses of the LSU System. Specific benefits depend on job category, percent effort and length of employment.

Date Available: Upon completion of the selection process.

Application Deadline: November 29, 2024 or until a suitable candidate is found.

Application Procedure: Qualified candidates must apply online at <https://lsu.wd1.myworkdayjobs.com/LSU>? (or through Workday for internal applicants) by attaching file(s) containing a curriculum vita, a letter of application, official university transcripts, and two letters of reference. Questions about the online application system should be directed to the HRM Office at 225-578-0324. (Paper, faxed, or emailed application materials will not be accepted.)? In lieu of attaching the letters of reference, they may be sent directly to:

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The LSU Agricultural Center is a statewide campus of the LSU System and provides equal opportunities in programs and employment. An Equal Opportunity Employer.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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