

US LOCATIONS

San Jose

San Francisco

Los Angeles

San Diego

Monrovia

Co - Profit Center Manager Senior Principal - Mechanical

Job Description:

AlfaTech opened its first San Diego Office on September 1st, 2020. Now with 2 offices in LA and Monrovia, we have 3 Southern California locations.

In this role, your primary responsibility will be co-managing our startup office with our Lead Electrical Senior Principal plus contributing to Business Development and Marketing. Our goal is to market AlfaTech capability and hire local MEP and Technology (Low Voltage, Security, and A/V) staff to grow the SD office.

In addition, you will have responsibility for the overall supervision of projects assigned to you to ensure that the project conforms to the commitments the firm has made to the client and that the project is completed within the schedule and monetary budget assigned. As the Senior Principal, you are directly responsible for the profitability and productivity of the projects assigned to you. As a member of the management team, you will assume additional roles in support of project delivery, including project management, lead engineer, etc.

This position reports directly to the Company CEO (Jeff Fini) and requires exceptional leadership ability, communication, and project management skills. A seasoned professional with years of management experience who has an active-oriented mindset, a focus on exceeding expectations, and who operates with vision and integrity. A prominent and significant part of the Principal's duties is to maintain strong client relationships.

As the Senior Mechanical Principal, you will work on a variety of projects and provide a very high level of technical leadership. They will represent the firm in all interactions with clients, employees, contractors, architects, and other project team members. The Principal will have the authority to request change orders or revisions in the project scope of work.

Mechanical Job Duties:

- Identify prospective clients, and take a lead role in the proposal process.
- Participate in presentations to clients.
- Ensure proper execution of proposals and contracts prior to commencement of work.
- Prepare startup documentation, notify marketing, and submit to accounting.
- Develop and achieve project scopes, budgets, and schedules.
- Schedule and track project milestones and deliverables; ensure adherence to contract.
- Identify and manage project dependencies and critical path.
- Schedule and conduct internal kick-off meeting with all disciplines present.
- Ensure that ATCE quality assurance procedures are implemented during the design process (design criteria submission, the basis of design narrative, design checklists, interdisciplinary coordination schedules, etc.).

INTERNATIONAL

Europe

Asia

Middle East

Latin America

Asia

- Ensure that all designs are compliant with Building/Energy Codes, and LEED standards.
- Develop and maintain positive client relationships; respond promptly to inquiries and initiate contact when needed, or delays are imminent.
- Communicate directly with clients and act as the primary point of contact for AlfaTech.
- Attends and is an active participant in the design and construction project team meetings.
- Ensure that the preparation of project drawings, specifications, and reports meet the project schedule and are consistent with client requirements and standards.
- Understand the limits of the contract and/or ATCE's proposal; ensure all provisions are met.
- Coordinate with department heads to select project team members.
- Assign duties and schedules within the project team and instruct project team members.
- Check all technical work for accuracy within mechanical and plumbing discipline. Review technical content with team leaders from each discipline involved in the project.
- Must exhibit technical competency and be able to design projects and direct/train/mentor junior engineers and designers.
- Coordinate, support, and communicate with colleagues across disciplines.
- Maintain good relationships with internal and external stakeholders.
- Maintain positive client relations after the project is finished to ensure securing future work.
- Perform other duties as assigned.

Competencies:

- Strong Leadership Abilities
- Strong Mechanical and Plumbing Technical Experience
- Excellent Interpersonal Communication Skills
- Client/Customer Service Focused
- Detail-Oriented/Accurate
- Good Problem-Solving and Analytical Skills
- Critical Thinking Abilities

Qualifications:

- Demonstrated experience as a self-directed, pro-active, and highly motivated team leader.
- Ability to develop and maintain strong client relationships.
- Strong interpersonal and customer service skills and demonstrated ability to communicate with internal and external business partners.
- Highly knowledgeable of codes, standards, and construction/engineering processes.
- Excellent verbal and written communication skills.
- Ability to multi-task and work in a fast-paced environment with multiple project deadlines.
- Ability to maintain confidentiality and exercise extreme discretion.

- Must have at least 10 years' experience in technical design and/or project management of engineering systems for various project types.
- Proficient in Microsoft Office, Revit, AutoCAD, BlueBeam Revu, and ProCore.
- Bachelor's degree in Engineering.
- Mechanical Professional Engineer's (P.E.) License.
- Certified Plumbing Design (CPD), preferred.
- LEED Accreditation.

Salary and Benefits:

- Negotiable based on experience and qualifications.
- Business Development and Marketing capability with local (SD) direct clients, architects, and project/construction management firms are considered an essential part of this role.