

**Title:**

Reconstruction Project Manager

**Company Introduction:**

Kelmann Restoration is an award-winning full-service disaster cleanup and property damage restoration company. We provide fire, water, wind, and other disaster property recovery services in Southeastern Wisconsin. Kelmann is family owned and locally operated, and our mission emphasizes community service and employee education. We provide new employees with a paid training program to ensure the ability to gain skills you will need to succeed.

**Job Description:**

We are looking for a full-time Reconstruction Project Manager who will be responsible for leading, budgeting, scheduling and successfully running multiple residential and commercial jobs through the reconstruction phase. A person in this role will maintain constant contact with customers, estimator, contractors, and administrative staff while ensuring the work done is meeting expected quality and adheres to the agreed upon contract and scope. An ideal candidate demonstrates a knowledge of home construction and can communicate effectively while working through multiple different projects. This role is meant for someone who is creative, self-motivated, detail oriented, and can troubleshoot and problem solve.

**Top Benefits and Perks:**

As a team member at Kelmann Restoration, you will enjoy:

- Health, Vision, Dental, Life, and Disability insurance
- PTO & paid holidays
- 401K with company match
- 24/7 access to on-site fitness center with personal trainer
- Cell phone & company vehicle
- Mentorship program to grow within the company

**Location:**

Kelmann Restoration is located in Wauwatosa, WI. This position requires the candidate to report in-person and travel to job sites within Southeastern Wisconsin.

**Requirements:**

- College Degree (2 or 4 year) or 3-5 years' experience in construction management or related field.
- Proficient in technology usage such as cell phone and computer.
- Commitment to Customer Service.
- Display strong collaborative ability with peers, subordinates, and managers.
- Ability to stand on feet for long periods of time and lift 50lbs.
- Must be able to pass a background check and have a valid driver's license with a clean driving record.
- Fluent in English (required). Bilingual in English and Spanish is a plus, but not required.