

POSITION: MANAGER OF CONSTRUCTION & PROPERTY FACILITY OPERATIONS

POSITION SUMMARY

Coordinates, approves and manages the design and construction of tenant's buildouts and all property construction in Combined's West Coast property portfolio. Tracks and manages the planning, construction, and delivery of tenant spaces to tenants and property construction projects.

Reviews and advises Property Management on scopes of work and bids for operations and capital projects, as needed.

QUALIFICATIONS

- Education:** College level coursework or equivalent in a related field (Commercial Planning & Design, Architecture, Engineering, and commercial property operations) desired; Bachelor's degree in a related field a plus.
- Experience:** Minimum Five (5) to seven (7) years' relevant experience in retail design and construction, and commercial facilities maintenance and operations.
- Skills:** Must possess managerial ability with a comprehensive understanding of retail buildouts and construction and related contract negotiations. Strong written, oral and negotiation skills to interface effectively with tenants, contractors and other vendors, sometimes in tense situations. Computer literacy is required to include a working knowledge of Microsoft Office Suite (Outlook, Word, Excel) in a Windows environment. Experience with AutoCAD and PDF documents. Strong working relationships in construction field a plus, as this is necessary for success in this position.