



# Creative Builders, Inc.

## Commercial Upfit Project Manager

### WHO WE ARE

For over 50 years, Creative Builders has been a family-owned and operated General Contractor in Greenville, SC. We believe that we win together. We believe that the most lasting thing to build is relationships. We believe in excellence. We believe in our people.

### CORE VALUES

- A** = All-in teamwork
- B** = Building lasting relationships
- C** = Creating extraordinary projects
- D** = Developing successful people and a sustainable company

### WHAT YOU'LL DO

- **Project Leadership:** Provide strategic oversight and direction for all Upfit and Commercial construction projects, ensuring they are completed on time, within budget, and to the highest quality standards.
- **Client Relations:** Cultivate and maintain strong client partnerships that lead to lasting relationships.
- **Budget and Cost Control:** Manage project budgets, monitor expenses, and implement cost-saving measures to ensure projects are financially successful.
- **Quality Assurance:** Ensure that construction projects meet or exceed quality standards, safety regulations, and industry best practices.
- **Risk Management:** Identify and mitigate potential risks and challenges associated with construction projects, making informed decisions to protect the interests of Creative Builders.

### WHAT YOU'LL NEED TO GET THE JOB DONE

- To be a team player committed to your co-workers
- To be positive!
- To have excellent interpersonal and leadership skills
- The ability to prioritize and complete a variety of tasks in a timely manner
- Excellent documentation, problem-solving, and communication skills
- To be able to handle adversity and conflict with successful outcomes
- The ability to handle confidential information in a discreet, professional manner
- To demonstrate a proficiency of computer and relevant software application, including ProCore and Microsoft Office
- Minimum 5+ years as Project Manager on ground up and upfit commercial projects
- Thorough knowledge of construction techniques

### WHY YOU'LL LOVE WORKING HERE

- **Voted #1 Best Workplace in South Carolina in 2022 & 2023**
- We celebrate our wins as a team
- We have fun together
- We genuinely care about and support one another
- We offer quality benefits – medical, dental, vision, 401k, ESOP, PTO, etc.

*Creative Builders Inc. is an Equal Opportunity Employer*