



The Hudson Companies Incorporated

Position Available: Architectural Construction Project Manager

CONTACT: info@hudsoninc.com. No phone calls please.

The Hudson Companies is a New York City residential and commercial real estate developer, builder and owner. We are seeking an Architectural and Construction Project Manager to join our Architecture and Construction Department. Hudson has been in business since 1986 building multi-family projects throughout New York City and is an industry leader in sustainable market-rate, affordable and institutional development.

The Architectural and Construction Project Manager will be an integral team member of the Architecture and Construction Department, and will report to the Principal in charge. Candidate must possess strong background in architecture, both in design and construction. Knowledge base should include including multi-family residential planning, base building design, contract documents, furniture and finishes, detailing, materials selection, and project management.

Responsibilities will include:

- Working with the project Development Director to set the building program and design direction
- Understanding zoning, land use, boundaries, easements, and regulations for the project; working with an expeditor as needed.
- Assisting in hiring consultant design teams for new projects
 - Coordinating contracts and negotiating design team fees
 - Tracking consultant billing
 - Managing design process throughout the project
- Setting the project deliverables schedule
 - SDs, DDs, CDs, CA
- Reviewing design drawings at milestone submissions of the project and providing comments to the consultant design team.
- Acting as liaison with DOB and various city agencies, including but not limited to:
 - HPD
 - DEP
 - DOT
 - PDC (if applicable)
 - Con Ed, National Grid and other utilities
 - MTA, other transit agencies (if applicable)
 - Parks Dept.
- Participating in the construction administration during construction including attending construction site meetings, attending bank requisition meetings, reviewing RFIs and change orders.

- Working with the Hudson team and General Contractor during construction to see that construction milestones are met.
- Making informed decisions regarding design, schedule, and cost during construction administration.
- Overseeing retail tenant fit-out projects in Hudson owned buildings.
- Assist in coordinating demolition for projects with existing structures in place prior to new construction.
- Assist in coordinating pre-construction site investigation (geotech, borings, etc.).
- Soliciting and leveling bids for DOB required special inspection work.

Requirements:

- Minimum 10 years of work experience in architecture, with at least 5 years administering construction on multiple projects in New York City.
- Degree in architecture required. Preference for registered architect applicants.
- Knowledge of the NYC Building Code, Zoning Resolution, and applicable accessibility codes (ANSI, ADA, Fair Housing, etc.).
- Knowledge of common architectural, MEP, and structural systems for residential buildings.
- Having a strong commitment to sustainability, understanding the basics of LEED, Passive House, Enterprise Green Communities, and other green ratings systems.
- Strong communication and interpersonal skills
- Attention to detail
- Demonstrated ability to follow-up and follow-through

Competitive salary range with comprehensive benefits package included. Office is based in Union Square with projects throughout New York City. The Hudson Companies is committed to fostering and cultivating a culture of diversity and inclusion. We are an equal opportunity employer. We encourage and consider applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, disability, veteran status or any other characteristic protected by applicable law. Hudson is a member of the Posse Career Program and the TEAK Fellowship Professional Advancement Program in an effort to create a workforce with a greater diversity of backgrounds, perspectives and talent.

All office employees are required to be vaccinated prior to employment start date.

Please send a resume, a cover letter and a writing sample summarizing your relevant experience in the architectural and construction fields and the reason you are interested in the position at Hudson to the email address above.