

Manager – Expansion & Special Programs

Pittsburgh Regional Transit is seeking a Manager – Expansion & Special Programs to be responsible for Port Authority of Allegheny County d/b/a Pittsburgh Regional Transit (PRT)'s engineering, construction, and project delivery of expansion and special programs projects including feasibility/cost-benefit analyses, on street bus lanes, parking garages, busway, and light rail network extensions. Also responsible for assigned other capital improvement, maintenance, and state of good repair projects to support Pittsburgh Regional Transit's Strategic Plan.

Essential Functions:

- Oversees and manages all staffing, technical and control (such as budgets, schedules, reporting, quality assurance) required to implement and complete expansion, special program, and capital projects. Performs all project management functions necessary to implement the design, construction, and closeout of funded capital projects within established scope, schedule, budget and quality metrics. Provides guidance and assistance to PRT personnel on project issues and activities pertaining to assigned capital projects.
- Directly responsible for and supervises the daily activities of assigned staff; provides day to day guidance and oversees various project design disciplines, provides oversight to staff managing projects and performing field inspections, reviews field design changes, resolves technical problems and methods regarding building codes, structural codes, permit procedures, and municipal construction requirements. Evaluates staff performance, performs necessary administrative tasks and develops staff's technical and interpersonal skills.
- Develops scopes of work for design and construction management firms and provides oversight and management of firms on assigned projects.

Job requirements include:

- BS Degree in Civil Engineering, Architecture, or a related technical field from an accredited school.
- Minimum of ten (10) years of progressive experience in design and/or construction management of infrastructure, roadway, highway, or transit projects, i.e., managing capital projects and professional service contracts, quality control, dispute resolution, financial and schedule control. Six (6) of the ten (10) years must be in a project lead role.
- Three (3) years in a management supervisory role.
- Professional and effective communication skills.
- Valid PA driver's license.
- Demonstrated ability in the use of Windows.

Preferred attributes:

- Registered Engineer or Registered Architect in the Commonwealth of Pennsylvania.
- Engineers or Architects registered outside of Pennsylvania who could be eligible for reciprocity.
- Demonstrated ability in the use of Microsoft Word, Excel, and Power Point.



We offer a comprehensive compensation and benefits package. Interested candidates should forward a cover letter (*with salary requirements*) and resume to:

Missy Ramsey
Employment Department
345 Sixth Avenue, 3rd Floor
Pittsburgh, PA 15222-2527
MRamsey@RidePRT.org
EOE