

# Project Manager

**FOR IMMEDIATE HIRE**

We are seeking a motivated and experienced Project Manager to join our dynamic team. Alex Ladda Architecture is a leading architecture studio known for its commitment to excellence and quality in creating residential, hospitality, commercial, and public spaces all over Bali, Indonesia.

## **THE WORK**

- Willingness and ability to learn.
- Develop and execute comprehensive project plans for construction projects, ensuring alignment with design specifications and client expectations.
- Manage the project budget, including cost estimation, monitoring expenses, and identifying cost-saving opportunities.
- Coordinate with architects, engineers, contractors, and suppliers to ensure smooth project execution.
- Oversee and supervise construction activities on-site, ensuring compliance with quality and safety standards.
- Conduct regular inspections to verify work meets design requirements and quality expectations.
- Communicate effectively with clients, providing regular updates on project progress and addressing any concerns.
- Manage contracts and negotiations with contractors, subcontractors, and vendors.
- Obtain and ensure compliance with all necessary permits and regulatory requirements.
- Identify and mitigate potential risks, such as delays, material shortages, or unforeseen issues.
- Maintain accurate project documentation, including plans, permits, and change orders.
- Facilitate the completion of final inspections and the successful handover of completed projects to clients.

## **REQUIREMENTS**

- Bachelor's degree in Construction Management, Civil Engineering, Architecture or a related field.
- Proven experience as a Project Manager in construction projects.
- Strong understanding of architectural and engineering principles.
- Knowledge of local building codes and regulations.
- Excellent communication and negotiation skills.
- Ability to manage multiple tasks and stakeholders simultaneously.
- Familiarity with project management software and tools.
- Good knowledge of English and Bahasa Indonesia

## **BENEFITS**

- Competitive salary package (BPJS Kesehatan & Ketenagakerjaan)
- Bonus incentive
- Opportunities for professional growth and development
- Dynamic and collaborative work environment
- Work-life balance initiatives

## **APPLICATION**

Interested candidates are invited to submit their resume, cover letter, and portfolio (if applicable) to [hr@alexladda.com](mailto:hr@alexladda.com). Please include "Project Manager Application" in the subject line.



**ALEX LADDA**

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