



Position: Senior Construction Scheduler – New York, NY

We are seeking a Senior Construction Scheduler to be a critical team member of our proven project management team. The ideal candidate will have experience building construction schedules for large, horizontal construction, preferably in Aviation. This position will require travel to client sites throughout the US to prepare schedules, review construction projects and negotiate same with subcontractors, contractors and clients. This role should have good presentation skills and be able to work client executive teams in describing schedule progress.

MOCA Systems, Inc. provides innovative program and construction management services to clients around the world using MOCA's advanced technology. Established in 1999, MOCA is a leading owner's representative firm providing program and project management services nationally. We embrace a vision to help our clients transform the way their complex projects are planned, designed, built, and managed.

Required Skills, Knowledge, Qualifications, and Experience:

- A technical degree plus five (5) or more years of similar construction scheduling experience.
- Strong Primavera P6 experience is required. You will be tasked with creating, managing and analyzing construction project schedules including for:
 - 1) Resource loading and management
 - 2) Cost control & management
- At least 2 years' experience using earned value management techniques, analysis and reporting is also required.
- A professional with at 10 years construction management experience with the following skills is preferred:
 - 1) Construction project management
 - 2) Subcontractor management
 - 3) Production analysis
 - 4) Project controls management
- Experience must be in vertical building construction
- Experience scheduling projects sized at a minimum value of \$150+ million
- Must have excellent verbal/written communication skills and effective interpersonal skills.

Preferred Skill:

Previous aviation construction experience.

Are you able to perform the typical duties and responsibilities this job requires?

- Prior to project start, create and revise preliminary master schedules for operations detailing the sequence of all work to be performed
- Maintain master schedule for each project and identify and record the impact of work performed and not performed as scheduled. Evaluate actual construction progress and provide regular schedule updates
- Interface with operations, owners, and subcontractors to discuss impact of work and resolution of problems
- Contribute to the development of working schedules for estimating, prior to proposal date
- Prepare and issue proposal and preliminary schedules
- Incorporate resource and/or cost loading data into schedules
- Serve as technical advisor for the resolution of difficult production problems
- Consult the appropriate project team members and project estimating procedures as a means of ensuring that proper planning is completed prior to the commencement of work
- Assist project managers in creating short-term schedules, monitor same schedules to determine impact on master schedule, and assist in formulating actions to correct scheduling issues
- Identify scheduling software training needs among team members and provide training when necessary



- Continuously expanding and update professional knowledge and refine training skills in order to enhance individual and team innovation and productivity

Please visit our website www.moca-pm.com for more information about benefits, career Opportunities and life at MOCA Systems. MOCA Systems is an Equal Opportunity Employer.

For immediate consideration please send Resume, Cover Letter and Salary History/ Requirements to resumes@mocasystems.com. **Please also provide a list of the last 10 projects that you provided a schedule, which are \$150+ million.**