Indiana University Health

Project Manager – Corporate Real Estate

Build your career with IU Health!  We have an exciting opportunity available for a Project Manager  to join the Corporate Real Estate team at our Indianapolis location with some weekly remote opportunities.

The Project Manager – Corporate Real Estate will lead and manage tenant improvement projects, with a primary emphasis on projects of less than $1 million. The Project Manager will provide technical and procedural direction for all construction activities originating in the Corporate Real Estate Department. Acts as intake personnel for all construction and renovation requests originating in the Corporate Real Estate Department. Assists the space planning and utilization team with space programing per department’s standards and guidelines. Develops project estimates, project budgets, schedules and monitors projects costs. Coordinates and manages construction activities between space users and contractors. Reviews and approves monthly pay requests for percentage completion, lien waivers, etc. Responsible for recordkeeping and archiving of all construction documentation and evidence of completion. Collaborates with the Design and Construction Department on projects, internal policies and training opportunities.

The ideal candidate would have comprehension of applicable regulations, such as the NFPA Life Safety Code, ISDH Regulations, including the AIA Guidelines for Design and Construction of Health Care Facilities, International Building Code and Americans with Disability Act. Also have knowledge of business, management, finance and project cost control techniques.

At IU Health, your personal and professional growth is a top priority. You will have access to many diverse opportunities to learn and develop in meaningful ways that matter most to you, such as training, leadership development, promotion opportunities and cross training development.  We offer a comprehensive benefits package designed for you, which includes Medical-Dental-Vision, a matching 401K, PTO, tuition reimbursement program, wellness program, and more!

* Bachelor's Degree is required. Degree in engineering, construction management or project management is preferred.
* Requires 5-7 years of relevant experience.
* Requires knowledge of business, management, finance and project cost control techniques.
* Requires comprehension of applicable regulations, such as the NFPA Life Safety Code, ISDH Regulations, including the AIA Guidelines for Design and Construction of Health Care Facilities, International Building Code and Americans with Disability Act.

How to Apply

Go to our career site, <https://careers.iuhealth.org/> . Search for “Project Manager – Corporate Real Estate” or search “346273”.

Feel free to contact, Emily Erlenbaugh, [eerlenbaug@iuhealth.org](mailto:eerlenbaug@iuhealth.org) with questions or concerns