



Metro Mechanical, Inc.

Commercial HVAC Project Manager

Mesquite, TX

Established in 1993, Metro Mechanical, Inc. has become a premier commercial HVAC contractor in the Dallas/Fort Worth Metroplex. We provide commercial HVAC design, installation, and service for office, warehouse and high rise applications. Because of our growth, we are looking to add a Project Manager to the MEP team. This is a full time, salaried position located in Mesquite TX.

Mandatory 5+ years' prior Project Management experience, within the commercial HVAC industry, is required for this position.

Responsibilities Include:

- Oversee and manage all aspects of multiple projects and assignments including but not limited to staffing, materials and supplies, scheduling, projections,
- Review contracts for scope, details and requirements,
- Review/analyze specifications, drawings, blueprints, schematics and other documents,
- Insure that appropriate quantities of materials and supplies are identified,
- Research and price details of equipment, materials and supplies, subcontracts and other financial related needs,
- Review codes and variances to determine impact on schedule, cost, estimates and any other project related elements,
- Initiate and/or identify equipment, supplies and materials to purchase,
- Manage and closely monitor project budgets, costs and expenditures,
- Conduct site visits on a regular basis,
- Work with internal departments to provide continuity and consistency on project delivery,
- Coordinate staffing levels with crew management and leaders,
- Participate in the turnover process,
- Coordinate with general contractor and sub-contractor schedules,
- Attend job review meetings and provide input and information on necessary changes,
- Identify and address any deficiencies and/or concerns,
- Analyze forecast, billing, statements and other accounting related items,
- Prepare and present written and/or oral statistical, financial, narrative, and other project related data,
- Input, update, and maintain records, logs and other documents,
- Work with company staff and departments on a variety of tasks associated with estimating, pre- and post- negotiations and other areas,
- Insure compliance with company and department policies,
- Serve as a liaison with internal management, customers, and clients related to project deliverables and requirements and other tasks assigned by management.

In addition to a dynamic work environment and competitive pay structure, we also offer a comprehensive benefits package, which includes:

- Medical, Rx, Dental, and Vision
- Life Insurance
- 401(k)
- Generous holiday, vacation, and sick paid time off!

Qualified Candidates Only Need Apply

Please email resume to ghawes@metromechanicalinc.com for immediate consideration.

**Metro Mechanical, Inc.
430 South Bryan-Beltline Road
Mesquite, TX 75149**



Metro Mechanical, Inc.

HVAC Lead Mechanic

Mesquite, TX

Established in 1993, Metro Mechanical, Inc. has become a premier commercial HVAC contractor in the Dallas/Fort Worth Metroplex. We provide commercial HVAC design, installation, and service for office, warehouse and high rise applications. Because of our growth, we are looking to add an experienced HVAC Lead Mechanic to our construction team. Position is hourly, full time, and located in Mesquite TX.

Qualifications/Requirements:

- 5+ years Commercial HVAC experience.
- Work cooperatively to facilitate HVAC system installation.
- Ability to lead and direct others.
- Working knowledge of industry safety standards.
- Operation of equipment including forklift, scissor lift.
- Accurate measuring and ordering of materials.
- Must read and understand architectural and mechanical plans.
- Must be able to pass drug screen and have a good driving record.

In addition to a dynamic work environment and competitive pay structure, we also offer a comprehensive benefits package which includes:

- Medical, Rx, Dental, and Vision
- Life Insurance
- 401(k)
- Generous paid holiday and vacation time!

If you meet the qualifications, we want to talk to you!

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Metro Mechanical, Inc.
HVAC Service Technician
Mesquite, TX

Established in 1993, Metro Mechanical, Inc. has become a premier commercial HVAC contractor in the Dallas/Fort Worth Metroplex. We provide commercial HVAC design, installation, and service for office, warehouse and high rise applications. Because of our growth, we are looking to add an experienced HVAC Service Technician to our service team. This is a full time, hourly position located in Mesquite, TX.

Qualifications/Requirements:

- 5+ years Commercial HVAC experience.
- Ability to interpret and follow construction plans and specifications for proper installation and repair.
- Must have valid Refrigerant Certificate for the state of Texas.
- Must be able to pass a drug screen,
- Must have a valid Texas driver's license and good driving record.

In addition to a dynamic work environment and competitive pay structure, we also offer a comprehensive benefits package which includes:

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- Life Insurance
- 401(k)
- Generous paid holiday and vacation time!

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