

# JOB DESCRIPTION

## PROJECT EXECUTIVE (DATA CENTER & MISSION CONTROL FACILITIES)



**Reports to:** Director of Operations  
**FLSA Status:** Exempt

### **Job Summary:**

The Project Executive is ultimately accountable for the overall success of projects under their direction as well as the daily leadership of their project team(s). They are integral in business development efforts, both securing new clients and nurturing existing client base.

### **Job Scope and Essential Functions:**

- Lead and manage the planning, execution, and delivery of data center and mission control construction projects.
- Act as the primary point of contact for clients, contractors, and stakeholders, building strong relationships, understanding client needs, and ensuring clear communication and timely issue resolution.
- Prepare and manage project budgets, track expenditures, and ensure cost control through efficient procurement and resource allocation.
- Implement mitigation strategies to ensure projects stay on track and under budget, proactively identify potential project risks, and address challenges in a timely manner.
- Manage and negotiate contracts with prospective subcontractors, vendors, and suppliers, ensuring compliance, timely delivery, and beneficial terms for the project and organization.
- Ensure construction activities comply with all regulations and standards, while monitoring work quality to meet industry best practices and project specifications.
- Oversee project close-out activities, including final inspections and handover, while conducting post-project evaluations to identify lessons learned and drive continuous improvement.
- Actively participate in biweekly EOS L10 meetings and complete quarterly rocks.

### **Role Competency:**

- Account management: expand sales with existing clients, establish new business opportunities, focus on customer service, develop relationships with key decision makers.
- People development: provide coaching and feedback through mentoring role.

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- Strategic thinking: keeps own work and team's work aligned with overall company goals, understands the market and its changes and challenges, understands the competition.
- Leadership: anticipates and resolves conflicts, defines processes and goals, works toward consensus, actively listens, is authentic and positive.
- Perseverance: remain constant, align goals with Company strategy, positive attitude, high regard for oneself and others, overcomes obstacles with integrity, motivated to achieve.

### ***KCC Core Values:***

- Reputation
- Teamwork
- Caring
- Do The Right Thing
- Whatever It Takes
- Fun

### ***Qualifications:***

- Bachelor's degree in engineering, architecture or construction management
- OSHA 10 Hour (or advanced)
- Professional designations desirable (LEED, ASHE, CPM)
- 15+ years' of construction experience as a Project Manager or currently in a PX or Director role
- In-depth knowledge of data center and mission control systems

### ***Technology Skills:***

- Cosential (CRM)
- Microsoft Office Suite
- Microsoft Project
- Procore
- Bluebeam

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**Physical Demands:** is capable of driving short and long distances to visit project sites, capable of walking project sites including demands of ladders, uneven terrain and challenging weather conditions, may travel to out of town project sites via automobile or airplane.

**Working Conditions:** 90% office environment and 10% field environment