



CHANNEL & DMPA DEVELOPMENT PROJECT MANAGER



PORT CORPUS CHRISTI®



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Port Corpus Christi Authority (PCCA) is currently seeking a dynamic professional to join the Channel & Dredge Material Placement Area (DMPA) Development team. This position under the general supervision of the Director of Channel & DMPA Development will support the planning, design and administration of capital and maintenance construction projects related to PCCA's coastal waterways, facilities and dredge material placement areas.

ESSENTIAL FUNCTIONS

- Supports planning, design, construction, and maintenance activities related to PCCA ship channels, barge canal waterways, facilities, and dredge material placement areas
- Serves as a project manager for assigned projects
- Negotiates contracts with consultants and coordinates the preparation of plans and specifications
- Administers construction contracts for assigned projects
- Reviews and validates consultant and contractor invoices and controls scope, schedule and costs
- Supports management of PCCA's dredge material placement areas, including interactions with customers
- Processes 3rd party dredge material placement area licenses, tracks dredging schedules and verifies quantities placed in dredge material placement areas
- Performs annual facility inspections as required and assists in formulating, compiling projects for inclusion into the annual budget
- Supports business development of PCCA dredging and DMPA services
- Assists with initiating, monitoring or performing tasks associated with Department goals and objectives of PCCA's Strategic Plan
- Performs other duties as required
- Assists with development of the annual Department capital and maintenance budget
- Assists with Department financial statements to track and evaluate revenues and expenses
- Prepares and maintains financial projections associated with the Channel Improvement Project
- Prepares presentations, correspondence and exhibits for PCCA Commission, staff, PCCA customers, working groups and committee meetings as needed
- Collects technical data, analyzes findings and makes recommendations
- Coordinates with other PCCA staff and departments, as required
- Provides updates to PCCA website
- Maintains records and reports as required
- Attends and participates in meetings and enters and works in secure areas requiring Transportation Worker Identification Credential (TWIC) credentials
- Follows PCCA security, environmental and safety requirements and procedures, and sees they are properly implemented and maintained on assigned projects
- Adheres to PCCA policy and maintains good employee relations; works with other PCC staff to achieve work goals and initiatives
- Functions in pre or post-disaster preparedness as a Tier 2 employee



CANDIDATE PROFILE

The preferred candidate for this position should be a detail-oriented, organized, and disciplined individual with a demonstrated track record in managing complicated projects working with a variety of stakeholders.

EDUCATION AND CREDENTIALS

- Bachelor's Degree in Engineering, Science, Finance, Accounting, Business Administration, or related field from an accredited college or university
- Ability to obtain and maintain a Transportation Worker Identification Credential (TWIC) during course of employment
- Valid driver's license

EXPERIENCE & KNOWLEDGE

- Port experience and knowledge of port infrastructure, particularly in relation to dredging and management of dredge material preferred
- Knowledge of project management methods and practices for planning, budgeting, scheduling, monitoring project performance and evaluating results
- Knowledge of analytical processes and procedures and record-keeping practices and procedures
- Knowledge of engineering, construction, inspection and surveying terminology preferred
- Knowledge of local, state and federal codes and requirements preferred
- Knowledge of budgets and cost containment controls preferred

PROFESSIONAL SKILLS

- Effective business communication skills
- Ability to define issues, perform research, evaluate alternatives and develop sound, independent conclusions and recommendations
- Ability to work well within a fast-paced environment, tight deadlines, and a multitude of projects and changing priorities
- Proven organizational and planning skills; ability to set priorities, be proactive, take initiative and exercise sound independent judgment
- Strong collaborative interpersonal skills

ESSENTIAL PHYSICAL JOB FUNCTIONS

- Ability to perform essential job functions, including but not limited to frequent standing, walking, sitting, speaking or hearing, typing and occasional reaching, stooping, kneeling, lifting and/or moving up to 20 pounds with or without reasonable accommodation
- Ability to work in a general office environment, with some exposure to the elements when visiting worksites
- Ability to operate light-weight highway vehicles and standard office equipment and to work the requisite hours to fulfill position objectives, including evenings and/or weekends, as needed

TECHNICAL SKILLS

- Ability to plan, organize, manage and integrate project delivery activities including the ability to coordinate and evaluate the work progress of engineers, technical personnel, construction contractors and consultants
- Strong problem-solver with a collaborative style of effective project management
- Strong analytical and detail orientation skills, with a solid customer service orientation
- Ability to write and create reports/presentations and give formal presentations
- Proficiency in MS Office, including Word, Excel, and PowerPoint; Outlook, and other related applications
- Ability to operate standard office equipment and drive a lightweight highway vehicle to
- meetings and work-related events



COMPENSATION & BENEFITS:

Our employees enjoy a fabulous benefits package including:

Competitive salary paid bi-weekly

Tuition reimbursement

Texas County & District Retirement System (TCDRS) retirement system

Passes to local venues, such as the Texas State Aquarium, Art Museum of South Texas, and the USS Lexington Museum

457 deferred compensation plans

Paid leave (vacation/sick/bereavement)

Flexible Spending Account

Eleven paid holidays

Low-cost, high quality benefit package including health, dental & vision plan

Volunteer Time Off, Wellness Program & Health Club benefit

Salary commensurate with experience.

APPLICATION PROCESS

Interested and qualified candidates must apply online at www.portofcc.com on or before September 20th, 2020, 11:59 PM CST.

If you are selected for a position with PCCA, your employment will be contingent upon submission to and successful completion of a drug test and alcohol screening as well as a verification of information and qualifications provided during the selection process.

As part of our dedication to the diversity of our workforce, PCCA is committed to Equal Employment Opportunity. Applicants will receive consideration for employment without regard for race, color, gender, religion, national origin, disability, veteran status, military status, age, marital status, sexual orientation, gender identity, genetic information or any other protected group status.





ABOUT PORT CORPUS CHRISTI

MISSION

Leverage commerce to
drive prosperity

PCCA is recognized as the 3rd Largest U.S. Port by
Total Revenue Tonnage

PCCA facilitates goods movement all over the world;
from petrochemical to agriculture; from wind
components to hot briquette iron.

PCCA is a recognized leader in environmental
initiatives and stewardship

PCCA is protected by a state-of-the-art security
department, with a fully sworn police force

PCCA operations are guided by an Environmental
Management System, ISO 14001, providing
environmental awareness and protection of assets.

PCCA is governed by a seven-member board with
appointees from the City of Corpus Christi, Nueces
County and San Patricio County.

VISION

To be the energy
Port of the Americas

PILLARS OF SUCCESS

For sustainable growth, we hold the Port of Corpus Christi and the
companies that do business with the Port to these standards:



Job Creation &
Economic Growth



Environmental Stewardship
& Sustainability



Educational &
Workforce Development



Safety & Corporate
Social Responsibility

MILESTONES IN THE MAKING

» 2018-19 Annual Report
portofcc.com/annual-report/