



JOB DESCRIPTION

Design Project Manager

Dunn Utility Products, a Byram, MS-based concrete pipe and precast producer, is seeking an experienced Project Manager. This position is in either the Byram or New Albany location and reports to the Lead Project Manager and Vice President of Sales.

MAJOR RESPONSIBILITIES

- The primary function will be to design structures & handle the bulk of the submittal packages.
- Communicate with the project management team to ensure deadlines are met.
- Learn the complete process and better the accuracy of our drawings.

SPECIFIC DUTIES

- Design and handle submittal packages in a timely fashion as required.
- Learn specific duties like production scheduling to add bench strength to our team.
- Communicate with customers/engineers about their projects to ensure the accuracy of submittals.
- Work closely with our leadership team & TITAN to better our drawing process.
- Refresh on AutoCAD/Inventor so that we will have more team members who can work on this function.

REQUIREMENTS

- Above-average computer skills.
- Proficiency in Microsoft Office, Excel, and Teams.
- AutoCAD/Inventor experience is not required but would be a plus.
- Experience reading civil site plans.
- Great communication skills and bright personality.
- Positive attitude and willingness to learn.



SUMMARY & APPLICATION

Dunn Utility Products offers competitive pay, health insurance, dental insurance, life insurance, paid vacation & holidays, and a 401k plan with a company match. Interested individuals can apply online at dunnutility.com/careers or call 601-487-2997.

“A high-performance team does not consist of people that wait to be told what to do. Nor does a high-performance team depend on one single leader for action. A high-performance team consists of members who lead themselves. “