Senior Scheduler/Project Manager-Railroad

Responsibilities
- Demonstrate superior written and oral communication skills, education and professional experience, affiliations associated with project controls profession, as well as the following:
- Prepare Project Schedules, Resource Plans and from Scopes, Estimates, Drawings and Contract Specifications, Various Reports, and Earned Value Analysis.
- Interact with Project Team members during Project Planning, Design, development of construction staging plans and review of site-specific conditions for incorporation into the work plan and project schedule.

Qualifications

SKILLS REQUIRED:
- Thorough working knowledge of Primavera P6 software, with Planning, Tracking and Monitoring of Project Scope, Resource and Cost is mandatory.
- Experience in developing, maintaining and reviewing detailed critical path method / precedence scheduling technique, resource and cost loaded schedules in Primavera P6.
- Experience with preparation of Time, Resource, Cost and Earned Value Analytical Reports and have the ability to create simple as well as complex analytical reports using P6, BI Publisher, Access and Excel.
- Minimum of 10 years' experience in planning, scheduling and project controls of Railroad projects.
- Thorough understanding of elements of Railroad construction work is desirable.
- Bachelor's Degree in Engineering or Technology related field or equivalent.
- Experience with review of drawings and technical specifications.
- Thorough working knowledge of Microsoft Office.
- Ability to create simple as well as complex analytical reports using P6, BI Publisher, Crystal Reports, and Excel.
- Ability to integrate Resources / Cost Management Information System data with P6.
- Thorough understanding of elements of Railroad construction.

Proficiencies in:
- Work Breakdown Structure and Activity Development.
- Construction Sequence/Logic.
- Project Schedule Resource and Cost Loading.
- Coding of Activities.
- Issue Baseline Schedules, Update Schedules and Reports.
- Current Schedule vs. Baseline Schedule Analysis.
- Critical Path Analysis.
- Delay Claims Analysis.
- Planned vs. Actual Percent Complete Reporting.

- Monthly Status Reporting.
- Earned Value Analysis.
- Resource Planning/ Leveling.
- Project Re-baseline.
- Third Party Interfacing of Activities.
- Periodic MTA and FTA reporting.
- Capital Program Oversight/ Audit Interface.