



Job Class: State Prog Admin Coordinator – Job Posting JR0000003707

Working Title: Construction Project Manager

Who May Apply: Open to all qualified job seekers

Date Posted: 11/24/2025

Closing Date: 12/22/2025

Hiring Agency/Seniority Unit: Minnesota State - System Office

Division/Unit: Facilities

Appointment Type: Unlimited, Full-time

Work Shift/Work Hours: Day Shift

Days of Work: Monday - Friday

Travel Required: No

Salary Range: \$37.26 – \$55.42/hourly; \$77,798 - \$115,716/annually

Classified Status: Classified

Bargaining Unit/Union: 214: Minnesota Association of Professional Employees

FLSA Status: Exempt

[Connect 700 Program Eligible:](#) Yes

Job Summary

Telework availability and options will be negotiated at time of hire.

The Construction project Manager's primary responsibility is to provide project management services for design, construction, and maintenance projects across the Minnesota State Colleges & Universities system. Position will collaborate closely with institutions to establish and administer design and construction contracts, establish and administer project budgets, ensuring compliance with design standards and other policy/procedure, provide oversight for all project activities, and perform other related duties as assigned. Some campus travel is required.

Minimum Qualifications

Resume must reflect all minimum qualifications. Please enter your experience in chronological order, including the month and year of employment.

- Four (4) years' experience in the management of construction projects.
- Experience interpreting and providing feedback on construction drawings, specifications, submittals, project budgets, and pay applications.
- Demonstrated ability to solve problems in a collaborative manner.
- Comfortable managing projects through ambiguity and uncertainty.
- Excellent verbal and written communication skills.
- Ability to fulfill all travel requirements, including any requirements of fleet / risk management policies required of system employees when traveling.
- Have a valid driver's license.

Preferred Qualifications

- Bachelor's degree in construction management, engineering, architecture, or a closely related field.
- Previous experience as a project manager on higher education projects.
- Familiarity with government projects, procurement processes, and relevant statutes.
- Previous experience leading and facilitating community engagement efforts.
- Previous experience on energy efficiency, geothermal, solar, and other sustainability projects.
- Previous experience on complex superfund/brownfield/environmental remediation projects/
- Familiarity with a variety of alternative project delivery methods, such as construction-manager-at-risk and energy savings performance contracting.

Additional Requirements

The successful candidate must submit to a background investigation prior to employment.

The background check may consist of the following components:

- SEMA4 Records Check (applies to current and past employees only)
- Employment Reference Check
- Social Security and Address Verification
- Education Verification

In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minnesota State's Vehicle use criteria and consent to Motor Vehicle Records check.

Other Information:

Employment information for this position can be found in its collective bargaining agreement or its plan document at <https://www.minnstate.edu/system/working/relations.html>

Why Work for Us

At Minnesota State we promote the ability for our employees to move within the Minnesota State system of Colleges and Universities, located throughout the State of MN. To learn more, please visit our web page: [Working at Minnesota State!](#)

At Minnesota State, we have a GREAT BENEFITS PACKAGE! Our generous benefits include 11 paid Holidays, Vacation Time, Sick Time, six weeks of Paid Parental Leave, low cost medical (\$38.50 per month single and \$262.66 per month family) and dental insurance with low deductibles (\$400 - \$800), a Pension Plan, 457(b) and 403(b) retirement plans and other retirement investment options, pre-tax medical and dental expense (with rollover option) and dependent care accounts, employer paid life insurance, short and long term disability, as well as professional development and a tuition waiver program for employees and their dependents, etc. We promote the health and well-being of our employees and take work/life balance seriously.

How to Apply

External Applicants:

Applicants not currently employed by Minnesota State can access the job posting and apply through: https://minnstate.wd1.myworkdayjobs.com/Minnesota_State_Careers/job/St-Paul/State-Prog-Admin-Coordinator---Construction-Project-Manager_JR0000003707.

Internal Applicants: All current Minnesota State employees will need to log in to [Workday](#) to apply for this position. Employee should search for “**Browse Jobs – Employee**” in Workday via the search bar at the top to view the opening.

Contact

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Equal Employment Opportunity

Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law. As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status. Reasonable accommodations will be made to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at 651.259.3637 or email <mailto:careers@state.mn.us>. Please indicate what assistance is needed.