

Our Mission

To manage and develop properties that empower the communities we serve. Promoting excellence and an ethical, dynamic and rewarding work environment for our fellow employees, while creating value for our clients, partners and investors.

Our Vision

A world where underserved communities have home-grown leadership, self-representation, safety and unprecedented opportunity and access.

Our Brand

A proactive leader and socially conscious urban real estate brand that unites, empowers, and inspires communities to achieve their highest potential.

Our Values

- We believe in leading by example and in delivering results with integrity, excellence, and urgency.
- We believe in working only on projects that are truly important and meaningful to us and the communities we serve.
- We believe that our greatest strength lies in our people, in their wellbeing and in their ongoing personal and professional development.
- We believe in having the honesty to admit when we are wrong and in the courage to change.
- We believe our community involvement enables us to actively live our company's values and communicate the spirit of our brand.

Role Value Proposition

Led by a collaborative group of individuals who largely come from the communities we are proud to serve, over the past 30+ years, Primestor has led a culture that values the team over the individual. As an established pioneer in its space, Primestor's work ethic is very strong because we love what we do, and we are intimately in touch with the impact of our work. Situated in an open environment, every member of our team is part of that driving force of change and success. We have a progressive culture of inclusion and open-mindedness; open about how things are done while balancing a clear measurable goals culture and constantly adaptive approaches. We place a premium on personal autonomy, ideas, and cultural fit with a keen awareness of inclusivity, diversity, and sustainability.

Project Manager

Job Location: Culver City

Reports to: Giovanna Araujo

Position Type: Exempt

Position Summary:

As Project Manager, your primary responsibilities are overseeing the successful planning and execution of a multi-phase redevelopment project. Serve as the primary point of contact for all day-to-day project management activities. Oversee multidisciplinary consultant teams including architecture, civil, MEP, structural engineering, environmental, geotechnical, and specialty consultants.

Key Responsibilities:

- Track progress toward the overall project schedule, budget, and scope from early planning through design and preconstruction.
- Ensure consultants adhere to project milestones, deliverables, and quality standards.
- Facilitate coordination between design disciplines to ensure fully integrated documents.
- Lead regular design and coordination meetings with key partners and stakeholders.
- Manage procurement processes, including issuing RFPs and evaluating consultant proposals.
- Collaborate with internal stakeholders (legal, accounting, operations) to support approvals, funding, and risk mitigation.
- Coordinate with permitting agencies and utility providers as needed.
- Track and report project progress to senior leadership and redevelopment partners.

Required Skills & Qualifications:

Other Duties:

- Provide superior, cooperative, and excellent client interface and service.
- Contribute to the growth of the Company.
- The description noted above is not designed to cover all activities, duties or responsibilities that are required. Other duties, responsibilities and activities may change or be assigned at any time with or without notice.
- Enhance, cultivate, and add meaning in your own professional and personal skills.

Required:

- 4-year degree in business, finance, or related field
- Proven experience managing complex, high-value capital projects in real estate or public infrastructure.
- Strong technical understanding of design and construction processes, including environmental remediation and utilities.
- Exceptional skills in consultant and team coordination, critical thinking, and proactive problem-solving.
- Working knowledge of local permitting processes and codes (esp. seismic and environmental).

- Strong leadership, interpersonal and relationship building skills
- Strong project management, organizational, and problem-solving skills
- Proficiency in Excel, Word, and PowerPoint
- Strong work ethic; self-motivated; results-oriented; capable of effective independent judgment
- Strong strategic mindset and the ability to communicate effectively both internally within the company and externally with clients, partners, and tenants.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee is regularly required to use hands to handle objects or equipment; reach with hands and arms. The employee frequently is required to stand, walk, talk and hear. The employee is occasionally required to; sit, climb or balance; stoop, kneel or crouch.

The employee must regularly lift and/or move up to [50 pounds, frequently lift and/or move up to [75] pounds and occasionally lift and/or move up to [100] pounds. Specific vision abilities required for this job include the ability to adjust focus, as well as the ability to maintain close vision, distance vision, peripheral vision, and depth perception.

The employee is occasionally exposed to moving mechanical parts, high precarious places, fumes or airborne particles, toxic chemicals, and outside weather conditions.

Benefits:

Primestor offers a competitive salary and benefits package, including health insurance, 401k plan, and opportunities for professional development. Joining our team means being part of a company that is shaping the future of urban redevelopment while making a positive impact on communities. In-office work environment with hybrid capabilities and regular site visits and consultant team meetings.

Primestor is an equal opportunity employer dedicated to diversity and inclusion in the workplace. We welcome applications from individuals of all backgrounds and experience.

Salary:

- Salary (\$125,000 to \$150,000+) depending on qualifications and experience.
 - *The salary listed is an estimate and not guaranteed. A salary offer will vary based on applicant education, experience, skills, abilities, and alignment to market data.*

Please email your resume to:
careers@primestor.com