



4636 E. University Drive, Suite #150, Phoenix, Arizona 85034

Project Manager – Asphalt Maintenance

Company: S&S Paving & Construction

Location: Phoenix, AZ

Job Type: Full-Time

Pay Range: \$100,000 - \$140,000 / Year (DOE)

Submit resume to jobs@sspaving.com

Position Summary

S&S Paving & Construction is seeking an experienced and motivated Asphalt Maintenance Project Manager to oversee asphalt preservation and maintenance projects, including sealcoating, crack sealing, patching, slurry seal, pavement markings, and related services. The Project Manager will be responsible for managing projects from contract award through completion, ensuring all work is performed safely, on schedule, within budget, and to the highest quality standards.

This position requires strong leadership, customer service, operational planning, and financial management skills, along with a thorough understanding of pavement maintenance operations.

Essential Duties and Responsibilities

- Manage multiple asphalt maintenance projects simultaneously from planning through closeout.
- Coordinate scheduling of crews, equipment, materials, and subcontractors.
- Develop project schedules and monitor progress to ensure timely completion.
- Oversee sealcoating, crack sealing, asphalt repairs, striping, slurry seal, and pavement preservation projects.
- Review project plans, specifications, contracts, and work orders.
- Maintain communication with customers, property managers, municipalities, and project stakeholders.
- Monitor project costs, production rates, and profitability.
- Prepare and manage budgets, forecasts, change orders, and project reports.
- Conduct site visits to ensure quality control and compliance with company standards.
- Enforce safety policies and ensure compliance with OSHA and company safety requirements.
- Coordinate material procurement and equipment utilization.

- Manage subcontractor performance and project documentation.
- Resolve project issues and customer concerns in a timely and professional manner.
- Participate in project turnover meetings and closeout procedures.

Qualifications

Required

- Minimum 3-5 years of project management experience in asphalt maintenance, paving, or civil construction.
- Strong knowledge of pavement preservation and maintenance services, including:
 - Sealcoating
 - Crack sealing
 - Asphalt patching and repairs
 - Pavement markings and striping
 - Slurry seal and surface treatments
- Experience managing project budgets and schedules.
- Ability to read and interpret plans, specifications, and contracts.
- Strong organizational, leadership, and communication skills.
- Proficiency with Microsoft Office and construction management software.
- Valid driver's license with a clean driving record.

Preferred

- Bachelor's degree in Construction Management, Business, Civil Engineering, or related field.
- Experience with commercial parking lot maintenance and municipal pavement preservation programs.
- OSHA 30 Certification.
- Experience with estimating and business development.

Skills and Competencies

- Project planning and coordination
- Budgeting and cost control
- Customer relationship management
- Team leadership and supervision
- Contract administration
- Scheduling and logistics management
- Problem-solving and decision-making
- Quality assurance and safety management

Physical Requirements

- Ability to visit active job sites and walk on uneven terrain.
- Ability to work outdoors in varying weather conditions.
- Ability to occasionally lift and carry up to 25 pounds.

Why Join S&S Paving & Construction?

At S&S Paving & Construction, we are committed to delivering exceptional asphalt maintenance and paving services while fostering a culture of safety, teamwork, and professional growth. We offer competitive compensation, benefits, advancement opportunities, and the chance to be part of a company dedicated to quality and customer satisfaction.

S&S Paving & Construction is an Equal Opportunity Employer.