



PROFESSIONAL STAFFING
SERVICES

Job Title: Project Controls Analyst (Dual Role Specialist Level II-III)

Location: CA, TX, CO, GA, MN, NY, MI

Salary: \$50-\$65/hr + benefits

Sectors: Construction, Transportation, Utilities and Renewables

Job Type: Full time hire

At 10/6 Professional Services, we're fueled by a passion for excellence and sustainability. At our core, we're passionate problem solvers who thrive on complex challenges, delivering positively impactful capital projects to transform the world into a more sustainable place. Our team of experts consistently delivers exceptional results, going above and beyond to exceed client expectations. With ESG considerations at the forefront of every project we take on, we're committed to making a positive impact on the world around us.

We are seeking a highly motivated Project Controls Analyst to play a key role in ensuring effective cost management throughout various projects. As a Project Controls Analyst, you will undertake a dual role focused on project forecasting, schedule development, cost and schedule performance monitoring, variance analysis, and corrective actions. Additionally, you will provide comprehensive support to project managers and teams across a diverse portfolio of projects in terms of contract types, sizes, complexities, and levels of risk. Your responsibilities will extend to overseeing and supporting subcontractors, ensuring schedule adherence, upcoming milestones, accruals, materials management, cost tracking, technical performance evaluation, integrated reporting, and the implementation of corrective actions. With a profound understanding of project management methodologies and a deep commitment to risk-based analysis, you will manage projects of greater complexity, offer guidance, and mentorship to team members.

Responsibilities include and are not limited to:

- ❑ Develop and implement project controls systems, including cost estimating, scheduling, and risk management, in accordance with company standards and best practices.
- ❑ Collaborate with project managers and engineers to establish project budgets, schedules, and performance metrics.
- ❑ Monitor project performance against established metrics and identify potential issues and risks.
- ❑ Provide recommendations for corrective action to project managers and stakeholders to ensure projects remain on schedule, within budget, and meet quality standards.
- ❑ Provide regular status reports and updates to project managers and stakeholders on project progress, including budget, schedule, and risk management.
- ❑ Develop and maintain project documentation, including cost estimates, schedules, and risk assessments.



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Requirements:

- Minimum 4 years of experience in cost controls, financial analysis, 2 years scheduling, or 3 years dual role.
- Proficient in Microsoft Office Suite, including advanced Excel skills.
- Knowledge of project management software, such as Primavera or Microsoft Project.
- Excellent analytical and problem-solving skills.
- Strong communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Experience working in the utilities, construction, oil and gas, or renewable energy industries is a plus.

Preferred Qualifications, but not required:

- PMI certified PMP, or similar certification (CAPM, PMI-SP)
- AACE (CCT, CST, CCP, or PSP)
- Primavera P6 Certification

Position Suitability:

We are seeking a highly motivated and skilled Project Controls Analyst who will be a key driver in effective cost management across a diverse project portfolio. If you are passionate about ensuring projects are completed on time, within budget, and to the highest quality standards, and if you possess the required analytical and communication skills, this role presents an exciting opportunity to contribute to our project success. Your expertise in project controls, forecasting, and risk analysis will play a vital role in shaping our project outcomes.