



About Lateam Partners

Lateam Partners is a premier recruitment agency specializing in hiring top **English-speaking** talent in **Latin America** for U.S.-based companies. We connect skilled professionals with dynamic opportunities, offering competitive salaries, career growth, and the chance to work with leading international businesses.

By joining Lateam Partners, you gain access to **exciting remote roles, a supportive work culture, and ongoing professional development**. We pride ourselves on matching top-tier talent with high-quality employers, ensuring a rewarding experience for both candidates and clients.

If you're looking to advance your career with **a stable, well-paid, and growth-oriented opportunity**, apply today and become part of our thriving network!

www.lateampartners.com

Job Title

Construction Project Manager

Location

Remote

Client

Undisclosed

Job Summary

We are looking for a highly organized and proactive Project Engineer / Assistant Project Manager to oversee and coordinate the progress of our construction projects from planning to completion. The ideal candidate must have hands-on experience managing construction projects from the ground up, with a strong understanding of construction sequences and technical plans, including structural, electrical, hydraulic, plumbing, and architectural drawings. This person will ensure projects stay on schedule by maintaining continuous follow-ups with

contractors, architects, and government agencies, while also supporting project documentation, permitting, and cost estimation processes.

This role is 100% remote, hired as an independent contractor, with payment in USD. English proficiency (C1 or above) is required.

Responsibilities

- Conduct daily follow-ups with contractors, suppliers, and all necessary parties to keep the project on track.
- Coordinate and support construction projects from initial planning through completion, ensuring proper sequencing of construction phases.
- Review and interpret structural, electrical, hydraulic, plumbing, and architectural plans to ensure proper execution.
- Submit and manage permits with the appropriate agencies, ensuring compliance with local regulations.
- Coordinate with architects and designers to implement plan modifications when required.
- Follow up with city officials to ensure all inspections and legal requirements are met on time.
- Assist in project estimations, documentation, and cost tracking when needed.
- Support the coordination and management of contractors and subcontractors to ensure work is executed according to plans and timelines.
- Monitor project progress and report any deviations in timeline, budget, or scope.
- Troubleshoot operational and administrative issues that may cause delays.
- Ensure effective and timely communication between all stakeholders.

Qualifications

- Demonstrated experience managing construction projects from the ground up.
- Strong ability to read and interpret construction drawings, including structural, electrical, hydraulic, plumbing, and architectural plans.
- Solid understanding of construction sequencing and project execution stages.
- Experience supporting project estimation, documentation, permits, and contractor coordination.
- Must be fluent in English and Spanish.
- Strong organizational, leadership, problem-solving, and communication skills.
- Familiarity with construction regulations, permitting processes, and coordination with government agencies.
- Experience with project management tools and digital collaboration platforms.
- Degree in Civil Engineering, Architecture, Construction Management, or a related field.

Preferred Qualifications

- Experience with high-end residential construction
- Familiarity with shop drawings, RFIs, submittals, and document control systems
- Experience with estimating, takeoffs, and procurement
- Proficiency with software such as: Bluebeam, Procore, PlanGrid, Microsoft Excel, or similar tools

Apply to this position

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