



MEP Construction Manager

About Spaxel

Spaxel is a forward-thinking real estate company that owns, operates, and develops innovative residential projects. By leveraging cutting-edge technology and modern operational models, we create distinctive living experiences that stand out in the market.

With a centralized back-office located in Prishtina, we handle key operations such as tenant support, marketing, leasing, procurement, accounting, IT, interior design, and architecture. Our team in Prishtina brings years of expertise in real estate development and management, allowing us to respond effectively to tenant needs across time zones.

Position Overview

The MEP (Mechanical, Electrical and Plumbing) Construction Manager should be able to properly define the scope of work related to Mechanical, Electrical & Plumbing trades and take an active part in the bidding process of potential subcontractors. Moreover, he/she shall be able to communicate clearly with the other members of the team and report as required to the head of the team.

Key Responsibilities:

- Review the MEP drawings and request instructions from the consultants for every issue with the drawings.
- Prepare the budget for the MEP trades and other trades related to MEP.
- Define the scope of work for MEP trades and other trades related to MEP.
- Communicate directly with the potential subcontractors and respond to their technical questions.
- Manage preparation of documents as required during the bidding process.
- Analyze and level the received proposals.
- Prepare the buyout package for the awarded subcontractors.
- Coordinate with the site managers and awarded subcontractors for everything related to the site.
- Review and stamp the submittals of equipment and materials related to MEP trades, prior to sending to the consultants for final review and approval.
- Perform BIM Modeling of MEP

Qualifications

- At least 1-2 years of experience in similar roles or industries
- Bachelor's or Master's degree in mechanical/electrical/plumbing engineering.
- Fluent in English
- Good command of drawing software (Revit, AUTOCAD etc)
- Ability to work under pressure, intercultural skills, and effective communication.
- Experience in US based projects.



What We Offer

- **Position:** MEP Construction Manager
- **Location:** Prishtina
- **Schedule:** Monday-Thursday from 2:30 PM to 11:00 PM, with remote work on Fridays from 12:30 PM to 9:00 PM.
- **Compensation:** Competitive salary package, commensurate with experience
- **Contract:** In accordance with Kosovo Labor Law
- **Work Environment:** Be part of a dynamic, forward-thinking team with a global impact.
- **Professional Growth:** Opportunities for learning, growth, and career advancement within an expanding real estate company.

Instructions for applying

To apply, please complete the application by filling out the [Recruitment Application Form](#). If you have any questions, feel free to reach out to us at careers@spaxel.com.

Only shortlisted candidates will be contacted.

Deadline: 04.03.2025