
Midstream Project Controls Specialist

Pinnacle Midstream II LLC is seeking a Project Controls Specialist to join our workforce in Houston, Texas. This position is primarily responsible for planning and tracking cost and schedule performance for a suite of projects. Experience with projects involving natural gas gathering, compression and processing is required.

Principal Job Duties & Responsibilities:

- Alongside the Project Manager, develop control budgets for each Project
- Track cost expenditures and forecast the expected final costs at project completion
- Produce regular / reoccurring cost reports and present in weekly project meetings
- Alongside the Project Manager, develop baseline schedules for each Project
- Track earned value of tasks against the schedule; forecast milestone completion dates
- Produce regular / reoccurring schedule reports and present in weekly project meetings
- Analyze situations; identify and forecast pertinent problems and evaluate realistic options; and recommend/implement appropriate course of action
- Organize and prioritize a variety of complex projects and multiple tasks in an effective and timely manner; set priorities and meet critical time deadlines
- Maintain compliance with all applicable policies, procedures, and design/construction standards
- Adhere to and support Health, Safety & Environmental and Sustainability Policies

Essential Job Requirements:

- Four year college degree or sufficient job related experience
- Three to Five years of work-related experience
- Ability to use Microsoft Project for schedule planning/tracking
- Ability to use Microsoft Excel for cost planning/tracking
- Project Controls and Accounting experience including the following areas:
 - Planning / Scheduling
 - Progress measurement
 - Code of accounts management
 - Work breakdown structure
 - Change management
 - Cost estimating and controls

Other Job Requirements:

- Ability to communicate effectively with audiences that include but are not limited to management, coworkers, customers, vendors, contractors and other stakeholders
- Ability to attend to detail and work in a time-conscious and time-effective manner
- Proactive - goal orientated with the initiative to influence events positively
- Ability to resolve complex problems and to be comfortable in complex project or business environments

- Ability to set and maintain high standards of self-performance with responsibility and accountability for successfully completing assignments and tasks
- Demonstration of innovation, initiative, maturity, and sound judgment
- Ability to influence a group of diverse individuals, each with their own goals, needs, and perspectives, to work together effectively for the good of a project
- Basic computer and software skills to include the use of word processing, email, spreadsheets, and electronic presentations

Pinnacle Midstream is an equal opportunity employer that recognizes the value of a diverse workforce. All qualified individuals will receive consideration for employment without regard to race, color, age, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, genetic information, or any other criteria protected by federal, state or local law.