



Construction Project Coordinator (m/f/d) - in Barcelona

The **Motherson Group** is one of the 15 largest and sustainable full system solutions providers to the global automotive industry, serving multiple further industries, such as rolling stock, aerospace, medical, IT, and logistics, with over 190,000 employees across 44 countries worldwide. The **Chairman's Office Europe and North Africa (COE)** is supporting and coordinating our operating units, R&D centres, and representative offices across Europe and North Africa with corporate functions and services. Given our fast growth, we are constantly looking for talented new colleagues to become part of our team.

About the role.

We are seeking a dedicated and experienced Construction Project Coordinator to join our dynamic team. The successful candidate will play a crucial role in overseeing industrial construction projects across Europe, working closely with local design and construction companies in each country. This position requires a professional with a keen eye for detail, strong project management skills, and the ability to ensure that projects are delivered on time, within scope, and within budget. The role also demands a high level of mobility, as frequent travel to project sites across Europe is essential.

Your key responsibilities.

Project Coordination and Oversight

- Coordinate and oversee industrial construction projects, ensuring alignment with project goals and client expectations
- Conduct regular site inspections to monitor progress, ensure quality standards are met, and address any issues promptly
- Maintain effective communication with local design and construction teams to facilitate smooth project execution

What we offer.

We provide a pleasant working atmosphere in a new and modern working environment with good career opportunities. You will get to know exciting and varied assignments working closely to Management levels of Motherson.

You will work in one of our COE offices in Spain.

We show our commitment to our people via the following values:

- **Interest for each other:** We act with empathy and care about each other and about our counterparts.
- **Togetherness:** We work together collaboratively and selflessly.
- **Trust:** Hard to gain and easy to lose, therefore we say what we mean, keep our promises and treat others with respect.
- **Respect:** We respect and value people of all backgrounds. Respect is a common ground we work with each other.
- **Enthusiasm:** We are curious, ambitious, passionate, humble and life-long eagerly learners.

Quality Assurance

- Ensure all construction activities comply with established quality standards and project specifications
- Identify and mitigate potential risks to maintain the integrity and quality of the projects

Schedule and Budget Management

- Develop and maintain project schedules, ensuring timely completion of all project milestones
- Monitor project budgets, control costs, and ensure financial objectives are achieved

Contract and Payment Management

- Review and amend contractual documents as necessary to align with project requirements
- Manage all aspects of contractual agreements, ensuring compliance with terms and conditions
- Verify and process supplier payments, ensuring accuracy and adherence to budget constraints

Reporting

- Provide weekly and/or monthly reports on project progress, including updates on timelines and budget control
- Prepare detailed progress reports and/or presentations for stakeholders to keep them informed about the status and performance of the projects

Stakeholder Communication

- Serve as the primary point of contact for project stakeholders
- Facilitate effective communication between all project stakeholders to ensure alignment and collaboration

Your profile.

- Several years of experience in construction project management or a related role
- Bachelor's Degree in Civil Engineering, Construction Management, Mechanical Engineering or a related field
- Proven experience in coordinating and overseeing industrial construction projects
- Strong understanding of construction processes, quality standards, and project management principles
- Excellent organizational and multitasking skills, with the ability to manage multiple projects simultaneously
- Strong communication and interpersonal skills, with the ability to work effectively with diverse teams
- Ability to travel extensively across Europe as

How to apply.

Have we raised your interest? Then apply for the job with your complete application documents directly on this page.

Should you have any further questions, please feel free to contact us by phone at the following number: +49 (0) 6181 – 36972150.

We look forward to getting to know you soon!

required for project oversight and coordination

- Speak fluent English
- Preferably driving license valid in Europe

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