



# Construction Manager 1

## Job summary

We are seeking an experienced [Construction Manager](https://100hires.com/construction-manager-job-description.html) to direct day-to-day operations and assist the Project Manager, who has ultimate responsibility for the project.

As a Construction Manager, you will manage the daily operations of self-performing installation staff, subcontractors, and superintendents while they are engaged in the construction, installation, and in-service testing of all project-related systems. You will be responsible for overseeing the project staff and subcontractors through infrastructure design, procurement, build, and testing of all the affected communication associated with the project being managed.

## Responsibilities

Serving as a job site representative for the carrier

Assisting in the identification and qualification of the various sub-contractor required for the project, including all site and building trades

Providing coordination and input as needed with utility companies providing services and infrastructure for the project, including schedule and cost management

Developing initial project-specific cost estimates and taking lead responsibility for the budgetary management of the various cost components of the project

Monitoring and ensuring schedule performance and quality workmanship of contractors

Working closely with the contractor, architect, civil engineer, and associated consultants in developing site-specific value engineering options for the work

Reviewing change proposals, proposal requests, requests for information, supplemental instructions, and other contract documentation as required on behalf of the carrier's interests

Reviewing and approving contractor payment requests

Attending local meetings, approval meetings, and conferences on behalf of the carrier documenting and taking action on items in the carrier's interests

Maintaining relationships and acting as the carrier's liaison in matters associated with Federal, State, and Municipal matters, including the City's permitting and inspection requirements

Reviewing tenant leases and requirements as it pertains to the carrier's obligations, ensuring the carrier meets the requirements while controlling project cost

Coordinating with tenant's design and construction personnel to ensure accuracy in the owner's development of tenant's documents

Serving as an information resource by coordinating tenant's work, participating in meetings, resolving disputes, providing ongoing feedback, and coordinating project punch list and close-out.



## Requirements

Related bachelor's degree, preferably in Construction Management

3 years of directly related leadership experience with a construction background and general contractor experience, preferred

Strong consultative, organizational, and communication skills

Previous site management experience as well as experience maintaining a good relationship with the client and suppliers

Hands-on experience with directing the activities of contractors and crews for mechanical, electrical, civil, and structural construction in an industrial setting

Ability to read engineering drawings maps

Proficiency with MS Word, Excel, and Project

## Construction Manager 2

### Job summary

The purpose of the [Construction Manager](https://100hires.com/construction-manager-job-description.html) is to oversee the project schedule (timeline and cost), evaluate resource needs, coordinate with other departments including field engineering and material logistics, maintain status reports, and monitor progress compared to the established work plan.

### Responsibilities

Responsible for management and performance of Field Construction Managers

Determine contract resource requirements, and service specifications and manage contractor performance

Manage activities related to the coordination of field inspection and sign-offs for construction projects.

Monitor and evaluate activities of outsourced Construction companies to ensure adherence to safety, quality, schedules and budgets, cost-effectiveness and control, and results

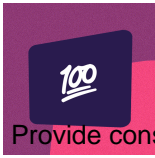
Develop, review, and evaluate contracts and agreements affecting the project execution and functional area operations and make appropriate recommendations

Collaborate with management staff to resolve problems and coordinate activities with the field construction managers

Ensure that construction management is integrated into the planning, scheduling, cost tracking, construction, installation, testing, and acceptance activities

Ensure Field Construction Managers obtain all construction materials and material handling plans are established and managed

Coordinate the transmission substations and lines construction schedules with the other functional areas within the company



Provide constructability feedback on electrical, mechanical, protection, and civil construction standards

Research, recommend and implement changes as necessary to be aligned with Standards and Business Area goals and objectives

Collaborate with other business organizations, contractors, and subject matter experts to resolve disputes and prioritize business requirements

Participate in the ongoing budget process to provide items, manpower, and control of the construction budget

Participate in the transmission facilities construction projects negotiations and joint planning efforts with other utilities

Help lead and collaborate the activities to address or remedy substation and lines transmission system emergencies as necessary

Identify construction risk during the planning, execution, and construction phases and prepare risk mitigation plans.

Ensure all field construction managers are managing the project and construction resources within the schedule and budget.

Perform all other duties as assigned.

## Requirements

Bachelor's degree in Engineering, Construction Management, or equivalent education required.

10 years of experience.

Five (5) years experience in a supervisory capacity preferred.

Microsoft Word and Microsoft Project or Equivalent.

Must have a valid Driver's License.

Must be willing to travel to construction sites on a day-to-day basis, and attend meetings.

Employees must be legally authorized to work in the United States.

## Construction Manager 3

### Job summary

We have an exciting opportunity to join our team as a [Construction Manager](https://100hires.com/construction-manager-job-description.html) in support of our Construction Management Practice. The successful candidate will work closely with the project team and lead the on-site effort executing the construction of a facility.

### Responsibilities

Daily onsite supervision of construction subcontractors

Proactive management of safety/quality/change/risk

Leading progress meetings with project stakeholders

Verifying contractor cost/schedule/progress



Tracking and closure of RFIs/submittals

Verification of contractor testing

Design-build documentation

Project closeout and as-built documentation

## Requirements

5+ years experience

Experience supervising construction subcontractors with responsibility for monitoring the day-to-day field operations to ensure safety, quality, schedule, and cost goals are achieved

Experience in developing and implementing QA/QC programs to ensure work conforms to the contract documents. Able to perform the duties of a Site QC Manager

USACE CQM certification preferred with the ability to implement the three phases of control for all definable features of work

Understanding union construction projects is a plus

Extensive experience with construction plans and specifications, and relating that experience to project scope, schedule, and cost

Ability to develop and execute a testing plan for monitoring key elements of construction

Liaison experience between contractors, designers, owners, and end-users

Strong knowledge of construction means and methods, standards, and code requirements

Commitment to safety to include OSHA 30-hour training

Able to perform the duties of a Site Safety and Health Officer (SSHO)

Strong organizational skills with a focus on documentation of construction effort

Excellent verbal/written communication, problem-solving, conflict resolution, and decision-making skills

Must be currently legally eligible to work in the US without sponsorship

## Construction Manager 4

### Job summary

The [Construction Manager](https://100hires.com/construction-manager-job-description.html) has responsibility for safety, technical, contractual, budget, and schedule activities on medium to large transit projects. The [Construction Manager](https://100hires.com/construction-manager-job-description.html) may have responsibility for management and contract performance across multiple disciplines or projects. The successful candidate will be a self-starter and an excellent communicator.

### Responsibilities

May serve as Resident Engineer or site leader on medium or large transit or transportation projects ensuring safety, quality, budget, and schedule requirements are achieved



Monitors project budgets, financial commitments, and expenditures

Assist in finding cost-effective solutions to construction issues

Manages dispute resolution (including preparation of position papers)

Perform complex schedule and claim analysis

Supervise project personnel and assign duties to them and provides needed training

Performs constructability and biddability reviews

Manage the contract change order process

Manage project by Clients standards

Daily management of project staff

Oversee field inspection

Provide daily supervision and direction to project staff

Oversee project administration / project controls

Conducts weekly progress meetings with contractor

Maintains cash flow projections for construction contracts including contingency, bid item overruns, and CCOs

Generates, negotiates, and recommends Contract Changes to Client

Prepare weekly statement of working days

Review monthly Progress Schedule

Review/Approve Daily Inspection Reports (DIRs)

Review monthly quantity calculations

Review / approve submittals and pay estimates

## Requirements

Bachelor of Science in an Engineering discipline, Construction Management, or Architecture required. An MS degree is desirable

15 years of experience as a Project Manager or Construction Manager

20 years of experience in the construction industry

A PE is highly desirable

## Construction Manager 5

### Job summary

Reporting directly to the Program Manager or Regional Manager, [Construction Manager](https://100hires.com/construction-manager-job-description.html) has Management level employees on the project as direct reports. This may include Design and Procurement but would focus on the overview of the General Contractor and the immediate construction of the project, as well as Controls. This position is client-facing and would be the direct contact as the highest ranking onsite Owners Representative with an emphasis on ensuring Schedule, Cost, Scope, and Safety.



## Responsibilities

Responsible for overall project delivery (cost, schedule, quality, information, contracts) on multiple project assignments

Manage project development from conception through completion (both large and small) by program objectives

Manages all budgets, schedules, scope development, design and construction contracts, documents, procedures, and controls for assigned projects

Manages the review and approval process for consultant invoices and contractor pay applications and change orders and coordinates with Control Manager for proper posting in reporting program

Attends assigned meetings to cover weekly job progress meetings; issues meeting minutes during design

Resolves complex construction-related issues, disputes, and disagreements.

Reviews the status and monitors variances of the construction project database relative to scheduling and cost control reporting

Excellent communication skills as this position is client facing

Ability to multitask and work in a fast pace environment

## Requirements

Bachelor of Science in an Engineering discipline, Construction Management, or Architecture required

5 years of experience as a Project Manager in an Engineering, Environmental, or Construction organization required

10 years of experience in a project-related technical field required

Strong working knowledge of pre-design and pre-construction, building systems/components and technology, contract management, project delivery methods, team building, and client relationship building required

Certified [Construction Manager](https://100hires.com/construction-manager-job-description.html) (CCM),

Professional Engineer (PE) or Architect license/certification preferred

## Construction Manager 6

### Job summary

We are currently accepting resumes for a [Construction Manager](https://100hires.com/construction-manager-job-description.html) position. A Bachelor's degree in Construction Management or a related field is preferred. A minimum of 1 year of Homebuilding and Warranty Service experience is required.

This position will manage the start process, construction phase, and delivery of homes within a specific project or subdivision according to established criteria. The selected candidate will provide a high level of quality customer service to homebuyers and homeowners during the construction and warranty phases. They will also maintain product quality, profit margins, and production standards by utilizing construction management procedures.

## Responsibilities



All Construction Managers shall have an excellent working knowledge of the Warranty Service program. Be willing to step in when needed.

Be familiar with, and review regularly, the construction manual, subdivision standard contract specifications, standard options, and option price workbook, designer specification sheet, and all subdivision information (Deed Restrictions, HOA, EPA, Tract maps, etc.) and understand all municipal, code and site conditions associated with construction on the project.

Coordinate all construction activity to provide an effective, efficient, systematic, and sequential flow of work according to the established production schedule, start process, construction phase, and cost control.

Effectively communicate with the homeowner from the pre-construction meeting, through the construction phase, closing, and warranty period on all issues about the construction of their home.

Effectively communicate with the Sales Counselor on all build-to-suit contracts, spec homes, model maintenance, subdivision maintenance, signage, and all other issues necessary to run an efficient subdivision.

Other duties as requested.

## Requirements

High School Diploma required.

Bachelor's Degree in Construction Management, Business, or another related field is preferred.

A minimum of 1 year prior Construction experience is required.

A minimum of 1 year of Warranty Service experience is required.

Computer proficient in MS Office (Word, Excel, etc.).

Proven customer service skills required.

Ability to read plans, and concepts and translate them into cost estimates that fit within the goals and strategy of the organization required.

Ability to communicate (oral and written) including the desire to ask questions and learn from others.

Strong organizational skills with a keen ability to prioritize, multi-task, and pay close attention to detail and accuracy.

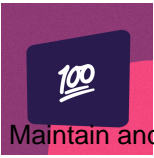
Prior "Brix" Software experience preferred.

## Construction Manager 7

### Job summary

A [Construction Manager](https://100hires.com/construction-manager-job-description.html) is responsible for providing technical expertise in coordinating all field activities as they relate to the construction of new homes per the standards and processes. A [Construction Manager](https://100hires.com/construction-manager-job-description.html) maintains construction schedules, job site safety, erosion and sediment control standards, quality control, variance budgets, and customer satisfaction throughout the construction process.

### Responsibilities



Maintain and coordinate construction schedules for homes in multiple neighborhoods

Communicate regularly with customers and complete three customer orientations throughout the construction process

Complete all necessary paperwork for homes under construction i.e. utility applications, internal checklists (pre-lot inspection and quality checklists)

Perform daily inspections to maintain Quality Standards throughout the process

Monitor Job Site safety by completing regular site inspections

Setup and maintain erosion and sediment control standards on every job site

Complete Biweekly payment authorizations for all vendors

Work to decrease all unnecessary variance expenses

Note and communicate design or plan issues to purchasing for review

Complete necessary punch work to eliminate variance and ensure closing deadlines are met

## Requirements

Technical construction ability to manage construction resources and diagnose and resolve field problems.

People skills to articulately and professionally handle conflict with customers, building inspectors, and trade contractors.

Ability to train trade contractors on construction techniques and field problem resolution.

Organization aptitude to manage the scheduling of all construction resources.

Bachelor's Degree or equivalent experience (every 4 years of experience is equal to 1 year of schooling. Ex: 12 years in the industry gives someone 3 years of continued education).

OSHA 10/30 Construction qualification preferred.

## Construction Manager 8

### Job summary

The [Construction Manager](https://100hires.com/construction-manager-job-description.html) plans and manages the homebuilding construction process for a designated community. Oversees trade partners to ensure quality control and adherence to the Company's scope of work and safety protocols. Engages with external consultants, internal team members, and homeowners to effectively execute and deliver quality homes with high customer satisfaction. Applies independent judgment and discretion to appropriately manage field operations daily.

### Responsibilities

Manages trade partners and consultants, including initiating and approving changes and purchase orders, withholding approval of payment for unsatisfactory or incomplete work; inspecting work, and approving payment for acceptable work and materials.

Manages contract adherence and provides input on trade partner selection and retention.

Manages Assistant Construction Managers; provides training and feedback to foster their growth and advancement.

Oversees onsite safety of the Company's employees to ensure they work safely; evaluates safety violations by





employees and trades and exercises judgment to take appropriate action.

Schedules aspects of construction projects, including trade partners, material deliveries, and inspections; manages work against benchmarks and timetables to ensure that trade partners, employees, and vendors perform on schedule and budget.

Exercises discretion to plan and coordinate starts; modifies schedules (as appropriate) in response to field conditions to achieve Company goals.

Manages the home-building process from permitting to home delivery.

Uses sound judgment to implement the Company's job site compliance programs and monitors trade partner compliance with scopes of work and applicable regulations such as building codes, quality standards, environmental laws, SWPPP, and health and safety programs.

Acts as the Company's primary representative on the job site with third parties such as trade partners, customers, and government inspectors, and investigators.

Manages daily logistics of the site to ensure various contractors work harmoniously; stages the job by determining the timing and location of material deliveries, sequencing of work and option installation, and verifying prior work is completed to the Company's high standards before following on work. All to meet established cycle time goals per home and community under construction.

Communicates with sales, purchasing, homeowners, consultants, trades, building officials, and customer care to successfully manage and execute the homebuilding process.

Engages with homeowners during brand/division-required orientations/walks to achieve high levels of customer satisfaction.

Other duties as assigned.

## Requirements

High School Diploma or general education degree (GED). Bachelor's degree desired.

Minimum 4 years of relevant construction experience or education required.

Ability to read and understand and implement adjustments to architectural and structural blueprints, off-site improvement plans, and soil reports.

Proficient in Microsoft applications including Outlook, Excel, Word, and Project.

Excellent customer service and communication skills.

General knowledge of the residential building industry and the ability to use general building tools and equipment.

Highly organized with the ability to handle a multitude of projects simultaneously.

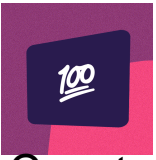
Must have problem-solving, prioritizing abilities, and interpersonal skills.

Ability to adhere to strict time deadlines and work under pressure.

Ability to execute tasks efficiently without sacrificing quality.

Ability to properly delegate and follow up on tasks with a pleasant and approachable demeanor.

Other duties as assigned.



# Construction Manager 9

## Job summary

We have an exciting opportunity for a talented professional to join the development team as a Construction Manager, responsible for managing many of the day-to-day activities required for the design, permitting, and construction of high-quality real estate development projects.

This position will be expected to assist our construction team on large construction projects and/or work more autonomously on smaller projects, including office tenant installations. The ideal candidate is self-motivated, detail-oriented with strong initiative, able to effectively communicate with a wide variety of stakeholders, and has proven capabilities in multi-tasking, negotiating, problem-solving, and prioritizing workloads.

## Responsibilities

Assist the acquisitions and development team in establishing a construction budget and schedule at the outset of each project;

Work with the development managers to ensure that design decisions are consistent with the approved budget and schedule throughout the design process;

Coordinate preparation of construction cost estimates by the general contractor during the preliminary design process;

Evaluate cost information and explore options to minimize construction cost and duration;

Prepare a detailed analysis of the bids for review by the project team;

Assist with the preparation and negotiation of construction contracts;

Work with the design team to finalize a complete and detailed set of construction documents;

Coordinate the permit approval process with the architect, permit expeditor, and general contractor;

Obtain and track all construction bonds through their release;

Work with the development managers to ensure that the project comes in on budget and on schedule;

Attend on-site construction meetings and provide regular reports to the project team on the progress of construction;

Issue project directives and negotiate change orders;

Comply with a lender and investment partner construction administration procedures;

Approve general contractor's construction requisitions and obtain lien releases;

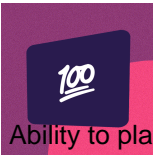
Coordinate preparation and completion of the punch list.

## Requirements

3-5 years of construction (or construction-related) experience and a demonstrated ability to perform the duties described above;

Education and/or background in architecture, engineering, or construction is an asset;

Strong familiarity with construction contract documents and the construction process, including the ability to read, understand and coordinate consultants' drawings and specifications;



Ability to plan and lead the design and project coordination meetings;

Experience tracking project schedules and budgets, identifying deviations from the business plan, and working closely with the general contractor and project consultants to complete

the project on time and on budget;

Ability to be creative, resourceful, efficient with time, and proactive in a fast-paced environment; and

Must be organized and possess strong analytical, critical thinking, and communication skills.

## Construction Manager 10

### Job summary

We are currently searching for a Construction Manager!

### Responsibilities

In charge of cost for construction operations, staffing, and scheduling

Direct reports include: Field Superintendent, Project Engineer

Direct coordination with Office Manager, QC Manager, Health and Safety Manager, and Environmental Specialist

Prepare project status reports and work to ensure work adheres to contract specifications

Develop resource plans and histograms and manage manpower and equipment daily

Lead and direct the work of others

Communicate district and corporate information to the project team as well as keep District Manager/Assistant [District Manager](https://100hires.com/district-manager-job-description.html) updated

Direct and supervise work of on-site field administration, project superintendents, and engineers to establish operation priorities and maintain satisfactory relationships

Establish/Define/Promote values, expectations, and performance standards for team and individual members by the company's mission, vision, and values

Plan and prepare and purchase requisitions for tools, equipment, and materials required for temporary and permanent works

Develop means and methods and execute project work plans

Assure compliance with the Technical as well as Health & Safety, Quality and Environmental requirements of the Technical Specifications

Responsible for the overall management of the project (e.g. resources, schedule) to ensure a complete solution is delivered on time and within budget

Manage cost, schedule, and program documentation

Represent the company's team and manage their relationships with Owners, Subcontractors, Suppliers, and other outside stakeholders of the project

Capable of managing projects over \$250 Million



Effectively provide subcontractor management

Coach and develop staff

Carry out job duties while maintaining company values

And other duties as assigned

## Requirements

Demonstrated success in managing large complicated construction projects

B.S. in Civil Engineering or Construction Management preferred but not mandatory

Must have 10 years of construction management experience

Strong working knowledge in embankment construction, grading, dewatering, drainage, paving (asphalt and concrete), bridge construction, structural concrete, and all other scopes for heavy infrastructure projects

Creativity and innovation are a must

Demonstrated ability to motivate staff/project team, inspire teamwork and take a leadership role

Strong working knowledge of Excel and Word

Strong prioritization and organizational skills; detail-oriented

Excellent verbal and written communication skills