

**Construction Manager
Position Description**

Department: Business Development	FLSA Status: Exempt
Reports to: Business Unit Manager	Date: 11/29/17

Primary Function:

Proactively plans, manages, directs, and coordinates projects with high complexity and/or large timeframes.

Essential Duties and Responsibilities:

- Prepare contracts and negotiate revisions, changes and additions to contractual agreements with engineers/architects, consultants, clients, suppliers and subcontractors.
- Direct and oversee all phases of construction including sales, estimating, bidding, permits, procurement, construction, suppliers and subcontractors and personnel oversight.
- Inspect and review projects to monitor compliance with building and safety codes, and other regulations.
- Prepare and submit budget estimates as well as progress and cost tracking reports.
- Take actions to deal with the results of delays, bad weather, and other problems at construction site.
- Confer with supervisory personnel, owners, contractors, and design professionals to discuss and resolve matters such as work procedures, complaints, and construction problems.

Promote and actively embrace the concept of professionalism, with an emphasis on quality, commitment, integrity, ingenuity, teamwork, the community and the environment. Safety is a deeply rooted cultural value and it must be promoted and enforced at all times.

Minimum Qualifications/Experience:

Bachelor's degree (B. A. or B. S.) from a four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.

Three to seven years experience in the areas of construction management, heavy or industrial construction, metal fabrication, DOE/DOD, and/or food & mineral industries.

Must be able to travel and work extended hours, if needed.

Other Qualifications

The physical demands and work environment described here are representative of the conditions that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is frequently required to be in a shop environment or field/outdoor jobsite; frequently required to stand; walk, use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear; must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and ability to adjust focus. The job requires occasional overtime.

Work Environment

While performing the duties of this Job, the employee is occasionally exposed to moving mechanical parts, heavy equipment and high, precarious places. The noise level in the work environment is usually moderate to loud.