

| | | | |
|---|----------------------------------|--|------------------------------------|
| Job Title: | Site Construction Manager | Job Category: | Commercial Construction Management |
| Position Type: | Full-Time | Travel Required: | Yes |
| Website: | www.ramorton.com | | |
| Applications Accepted By: | | | |
| Fax or E-mail: (320) 251-5749 or info@ramorton.com | | Mail: R.A. Morton & Associates 3315 Roosevelt Road, Ste. 100 St. Cloud, MN 56301 | |
| Job Description | | | |
| <p>Responsibilities:</p> <ul style="list-style-type: none"> • Involvement in all phases of construction from planning to completion. • Responsible for providing preliminary and final detail construction schedules. • Reports to the Project Manager responsible for the specified project. • Responsible for the overall control of all project activities per contract at the job site including pre-award interviews, coordinate subcontractors, safety, project quality, reliability, cost control and schedule. • Schedules and conducts various construction related meetings with Owner, Project Manager and Subcontractors to review site and building plans, specifications, construction schedule, material delivery, inspection issues, critical dates, costs and proposals. • Communicate with Project Manager to insure accurate execution of change order coordination, schedule; provide updates and percent complete evaluations • Work with Project Manager ensuring all on-site safety procedures are strictly adhered to including daily/weekly meetings and documentation routines. • Develops pre-punch lists and work with Architect on final punch list. • Responsible for all project site close out requirements • Perform additional duties as may be assigned or required. <p>Skills/Qualifications:</p> <ul style="list-style-type: none"> • Minimum of 5 years as a successful Site Project Manager in Commercial Construction utilizing the Construction Management method. • Experience with School and or Public Building with construction value of 10 million or more in construction only value. (1 Opening) • Experience with commercial construction value of 1 million or more in construction only value. (1 Opening) • Working knowledge of computer programs; MS Outlook, Word, Excel and Scheduling Programs. <p>Eligibility Requirements:</p> <ul style="list-style-type: none"> • Ability to travel frequently or spend extended time on site locations. • Background checks, valid driver license and insurance requirement | | | |