

Construction Manager

The Construction Manager reports directly to and is supervised by the Executive Director.

Duties and Responsibilities

- Trains and supervises other Supervisors and as needed groups of families in the construction of their homes using the mutual self-help construction method.
- Organizes and plans subcontractors work, city inspections, in conjunction with work crews of families for maximum efficiency of manpower and materials.
- Teaches tool-use safety, maintains safe working conditions and oversees the tools budget and tool maintenance.
- Prepares house plans, dwelling specifications and cost estimates; secures subcontractors as required and monitors their work; orders and purchases construction materials.
- Oversees the building permits, bidding documentation and maintains other records as required.
- Keeps all aspects of construction in compliance with all applicable regulations, standards and codes.
- Participates in building inspections carried out by USDA - RD and local building inspectors as needed.

Qualifications

- Professional building skills or equivalent carpentry training.
- Ability to supervise and teach supervisory building skills to other supervisors and when necessary unskilled family workers.

- Ability to Multi-task and ability to work with people of varying socioeconomic levels.
- Willingness to work irregular hours as required.
- Housing construction experience in the program area.

See attached Job Announcement.

Job Announcement

Title: Construction Manager

Hours: 40+ per week

Start date:

Salary Range

\$5000 to \$5500 per month

Based on qualifications

Full Benefits, Retirement
Plan

Summary of Duties and Responsibilities:

The Construction Supervisor reports directly to and is supervised by the Executive Director and performs some or all of the following duties:

- Trains and supervises other Supervisors and as needed groups of families in the construction of their homes using the mutual self-help construction method.
- Organizes and plans subcontractors work, city inspections, in conjunction with work crews of families for maximum efficiency of manpower and materials.
- Teaches tool-use safety, maintains safe working conditions and oversees the tools budget and tool maintenance.
- Prepares house plans, dwelling specifications and cost estimates; secures subcontractors as required and monitors their work; orders and purchases construction materials.
- Oversees the building permits, bidding documentation and maintains other records as required.
- Keeps all aspects of construction in compliance with all applicable regulations, standards and codes.
- Participates in building inspections carried out by USDA - RD and local building inspectors as needed.

Factors:

1. Supervision Exercised: See items #1,2,3
2. Responsible for Contacts: Involves contact with family laborers, vendors, suppliers, sub-contractors and moderate contact with general public.
3. Physical Effort: Work requires moderate to heavy lifting at times.
4. Working conditions: Work is generally performed in the out-of-doors, and at home construction sites.
5. Mental Application: Requires heavy concentration to complete above duties.

Knowledge and Training Required (Minimum Qualifications):

A. Education and Experience

- (1) Graduation from a vocational training program in building construction or related fields with a two year degree and five years of experience with the duties as stated above.

OR

- (2) Substitution on a year for year basis as follows:

- a. Full-time paid employment in the building construction or related fields with the duties as stated above.

Skills and Abilities:

1. Professional building skills or equivalent carpentry training.
2. Ability to supervise and teach supervisory building skills to other supervisors and when necessary unskilled family workers.
3. Ability to work with people of varying socioeconomic levels.
4. Willingness to work irregular hours as required.
5. Housing construction experience in the program area.

Screening:

Based on job-related experience and meeting minimum qualifications

**Apply at: Tooele County Housing Authority, 66 West Vine Street, Tooele, Utah 84074
(435)882-7875**

This position is open to the public and **applications will be accepted until 5:00 p.m.**

TOOELE COUNTY HOUSING AUTHORITY IS AN
EQUAL OPPORTUNITY EMPLOYER