



How to Apply:

View the job posting on www.mytwinsburg.com/jobs to apply.

JOB TITLE:	CONSTRUCTION MANAGER
DEPARTMENT:	ENGINEERING
IMMEDIATE SUPERVISOR:	CITY ENGINEER
POSITIONS SUPERVISED:	NONE
STATUS:	FULL-TIME, NON-EXEMPT
UNION:	AFSCME - Office
COMPENSATION:	\$33.4424/hour (Level 1) up to \$45.6072/hour

JOB RESPONSIBILITIES:

- Inspects activities of private development projects and City projects. Interfaces with outside inspection services and contractors.
- Prepare and reviews project plans, specifications, disbursement of payments instructions and blueprints to ascertain compliance with approved plans and prevailing codes, and accepted engineering practices.
- Conducts on-site inspections to ensure compliance.
- Perform Prevailing Wage Rate coordination duties for all capital improvement projects.
- Investigates complaints and files notices.
- Assists other City departments as needed.
- Performs other duties as assigned.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and /or ability required. Reasonable accommodations may be made to ensure that individuals with disabilities are able to perform the essential functions.

- Bachelor's Degree from a four-year (4) college or university preferably in construction management or engineering, and eight (8) years of related experience and/or training; or equivalent combination of education and experience.
- Must have two (2) years of supervisory responsibility.
- Ability to read, analyze and interpret documents such as safety rules, operating and maintenance instruction, general business periodicals, professional journals and technical procedures, or governmental regulations.
- Ability to write routine reports, correspondence and procedure manuals.
- Ability to effectively present information and respond to questions from officials, builders, residents and the general public.

- Ability to work with mathematical concepts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.
- Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in written, oral, mathematical or diagram form and deal with several abstract and concrete variables.
- Ability to recognize potentially unsafe conditions and behaviors and correct them in a positive and appropriate manner.
- Knowledge of ODOT and Federal construction policies, standards, specifications and reporting requirements. Knowledge of drafting, planning, engineering and surveying principles, and road and bridge construction techniques and equipment.
- Computer knowledge in Word, Excel, GIS and ACAD.
- Ability to examine site and building plans and specifications of construction to make interpretations and to determine whether such plans conform with provisions of the applicable codes and good acceptable construction practices.
- Ability to conduct on-site inspections.
- Must possess a valid State of Ohio driver's license with an acceptable driving record.
- Must be eligible to work in the United States.

WORKING CONDITIONS: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this position, the employee is occasionally exposed to wet and/or humid conditions. The employee regularly works near moving mechanical parts and in outside weather conditions, The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, extreme heat, risk of electrical shock, risk of radiation, and vibration.

While performing the duties of this job, the employee is regularly required to stand, sit, walk, reach with hands and arms, talk and hear. The employee is occasionally required to climb, stoop, kneel, crouch, or crawl and taste and smell. The employee will frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

The noise level in the work environment is sometimes loud.

The City of Twinsburg is an Equal Opportunity Employer.